



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

November 30, 2023

DIVISION MEMORANDUM
No. 624, s. 2023

ADDITIONAL INFORMATION TO DIVISION MEMORANDUM NO. 603, S.
2023 TITLED “**3rd DIVISION CONVERGENCE OF EDUCATION
LEADERS (DCEL) FOR ELEMENTARY, SECONDARY, AND
INTEGRATED SCHOOL HEADS FOR SY 2023-2024**”

To: OIC, Office of the Assistant Schools Division Superintendent
OIC, Office of the Chief Education Supervisor
School Governance and Operations Division
Chief Education Supervisor
Curriculum Implementation Division
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
All Others Concerned

1. Relative to Division Memorandum No. 603, s. 2023, re **3rd DIVISION CONVERGENCE OF EDUCATION LEADERS FOR ELEMENTARY, SECONDARY & INTEGRATED SCHOOL HEADS, SY 2023-2024**, this office informs the field that the venue of the above activity will be at **MVW Hotel and Restaurant, Roxas Avenue, Roxas City**.
2. All other provisions in Division Memorandum No. 603, s. 2023 remain in effect.
3. Immediate dissemination of this Memorandum is desired.


MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent 

Encl.: None
Reference: SDM No. 603, s. 2023
To be indicated in the Perpetual Index
Under the following subjects:

MEETINGS PERSONNEL ORIENTATION SCHOOLS



Address: Banica, Roxas City
Contact Number: (036) 620 2371
Email Address: capiz@deped.gov.ph



Republic of the Philippines
Department of Education
Region VI - Western Visayas
SCHOOLS DIVISION OF CAPIZ

November 21, 2023

DIVISION MEMORANDUM

No. 603, s. 2023

**3rd DIVISION CONVERGENCE OF EDUCATION LEADERS (DCEL) FOR
ELEMENTARY, SECONDARY, AND INTEGRATED SCHOOL HEADS
FOR SY 2023-2024**

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisor, CID
OIC, Office of the Chief Education Supervisor, SGOD
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
Assistant Principals II
All Others Concerned

1. This Office will conduct the 3rd Division Convergence of Education Leaders for All Public Elementary, Secondary, Integrated School Heads and Assistant Principals II deployed to Secondary Schools for SY 2023-2024 on the following schedules:

District/School Participants	Date & Time	District/School In-Charge of the Preliminary activities and to Record the Minutes of the Meeting
✓ Heads of Integrated Schools ✓ Heads of Secondary Schools ✓ Assistant Principals II ✓ Heads of Elementary Schools in the following districts: ✓ Panay; ✓ Panitan; ✓ Pilar; ✓ Pontevedra; ✓ President Roxas; ✓ Maayon ✓ Ivisan;	December 12, 2023 (8:00am-5:00pm)	Panay District
Heads of Elementary Schools in the following districts: ✓ Cuartero; ✓ Dao; ✓ Dumalag; ✓ Dumarao;	December 13, 2023 (8:00am-5:00pm)	Sigma District



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<ul style="list-style-type: none"> ✓ Jamindan; ✓ Mambusao East; ✓ Mambusao West; ✓ Sapián; ✓ Sigma; ✓ Tapaz East; and ✓ Tapaz West 		
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2. The following are the Division Office personnel who are authorized to attend the meeting:

- 2.1. OIC, Office of the Assistant Schools Division Superintendent
- 2.2. Chief Education Supervisors, CID and SGOD
- 2.3. Education Program Supervisors
- 2.4. Public Schools District Supervisors
- 2.5. Senior Education Program Specialists (Planning & Research, HRD and M & E)
- 2.6. Attorney III (Legal Services)
- 2.7. OIC, Office of the Administrative Officer V (Budget)
- 2.8. EPS II-ALS/OIC, Office of Administrative Officer V
- 2.9. Administrative Officer IV (Personnel)
- 2.10. Administrative Officer IV (Cash)
- 2.11. Administrative Officer IV (Supply)
- 2.12. Administrative Officer IV (Records)
- 2.13. Accountant III
- 2.14. Information Technology Officer I (ICT Services)
- 2.15. Engineer III (Education Facilities)
- 2.16. Div. Medical Officer III
- 2.17. One (1) Dentist II
- 2.18. One (1) Nurse II
- 2.19. Planning Officer III
- 2.20. Education Program Specialist II-HRD
- 2.21. Education Program Specialist II-Soc. Mob & Networking
- 2.22. PDO II-DRRM
- 2.23. Two (2) PDO I-YF

3. Expenses relative to the conduct of this activity shall be charged against the Division HRTD funds subject to the usual accounting and auditing rules and regulations.

4. Immediate dissemination of this Memorandum is desired.

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MIGUEL MAC D. APOSIN EdD, CESO V
 Schools Division Superintendent

Encl.: None
 Reference: None
 To be indicated in the Perpetual Index
 Under the following subjects:

MEETINGS

PERSONNEL

ORIENTATION

SCHOOLS



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