



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region X  
DIVISION OF MISAMIS ORIENTAL  
Apolinar Velez St., Cagayan de Oro City



Tel Nos. (088) 856-4454 / (08822) 72-46-15  
Fax No. (088) 856-4524 e-mail [misamis.oriental@deped.gov.ph](mailto:misamis.oriental@deped.gov.ph)

---

DIVISION MEMORANDUM

No. 461, s.2016

TO : SGOD & CID PERSONNEL  
ALL SECONDARY SCHOOL HEADS

From : **CHERRY MAE L. LIMBACO, Ph. D., CESO V**  
Schools Division Superintendent

RE : **SECONDARY SCHOOL HEADS CONFERENCE FOR THE  
PREPARATION OF THE SECOND SEMESTER, SY 2016-2017**

Date : October 11, 2016

---

1. Pursuant to the Department Order 23,s.2016 dated April 22, 2016 re: School Calendar for School Year 2016-2017, second semester for SY 2016-2017 starts November 3, 2016. In line with this, you are hereby directed to attend the Division Conference on **October 11, 2016 at 9:00 am at Dynasty Court Hotel & Restaurant, Cagayan de Oro City** for the Preparation of the School Program and Crafting of SHS Evaluation Form.

2. Travel expenses shall be charged against local funds/ schools' downloaded MOOE subject to existing accounting and auditing rules and regulations.

3. For your guidance and compliance.

CLL/rlg