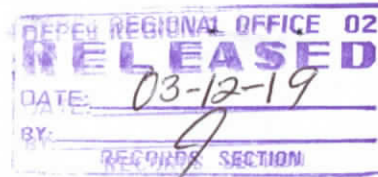




**MEMORANDUM**

To: SCHOOLS DIVISION SUPERINTENDENTS



From: ESTELA L. CARIÑO, EdD, CESO IV  
Director IV/Regional Director

Date: March 11, 2019

Subject: **CONSULTATIVE CONFERENCE OF DIVISION SPORTS COORDINATORS**

In line with the conduct of the 2019 CaVRAA Meet and forthcoming 2019 Palarong Pambansa, a Consultative Conference of Division Sports Coordinators shall be held on March 15, 2019, 8:00 AM at the ESSD Office, DepEd Regional Office 02, Carig Sur, Tuguegarao City.

The conference aims to discuss and asses the conduct of the CaVRAA Meet; finalize list of delegates in the 2019 Palarong Pambansa and prepare terms of reference of Working Committees in the palaro.

Travel and other allowable expenses shall be charged against local funds while meals including AM and PM snacks shall be charged against Regional Office Funds subject to the usual accounting and auditing rules and regulations.

For information and appropriate action.

ESSD/jln/rap