



Republic of the Philippines  
Department of Education  
Region VIII – Eastern Visayas  
**SCHOOLS DIVISION OF TACLOBAN CITY**  
Tacloban City

**DIVISION MEMORANDUM**

No. 511 s. 2024

**DIVISION PLANNING CONFERENCE FOR THE 2024 SENIOR HIGH SCHOOL FAIR**

TO : **Assistant Schools Division Superintendent  
Education Program Supervisors  
Public Schools Division Supervisors  
Public and Private Secondary School Heads  
All Others Concerned**

DATE : **July 26, 2024**

1. As part of the World Teacher's Day Celebration on October 5, 2024, this office through the Curriculum Implementation Division shall conduct a planning conference for the forthcoming 2024 Senior High School Fair on **July 30, 2024**, at SDO Conference Hall, at 2:00 o'clock in the afternoon.
2. The purpose of the meeting are the following:
  - a. plan out the said activity; and
  - b. create different committees to implement the plans.
3. Participants to this activity are the CID Chief, Division Senior High School Coordinator, Division Private Schools Coordinator, Division TVL Coordinator, Public and Private Secondary School Heads implementing the TVL Strand of the Senior High School in the division.
4. Expenses incurred in the conduct of the activity shall be charged against **Local Funds** subject to the usual accounting and auditing rules and regulations
5. Immediate dissemination of this Memorandum and compliance thereto are required.

*Sherlita A. Palma*  
**SHERLITA A. PALMA EdD., CESO VI**  
Schools Division Superintendent  
Officer-in-Charge



**RELEASED**