



Republic of the Philippines  
Region VII, Central Visayas  
**SCHOOLS DIVISION OF NEGROS ORIENTAL**  
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August 2, 2016


**DIVISION MEMORANDUM**

**CONFERENCE-WORKSHOP OF ALL DISTRICT ELEMENTARY AND SECONDARY  
MATHEMATICS COORDINATORS/DESIGNATES**

**TO: ALL DISTRICT ELEMENTARY, SECONDARY MATHEMATICS  
COORDINATORS/DESIGNATES**

Through the Schools District Supervisors/District- In- Charge

1. This Office will conduct a conference-workshop of all District Elementary and Secondary Mathematics Coordinators/Designates at exactly 8:00 in the morning on Wednesday, August 3, 2016 at the 3rd Floor Division Conference room .
2. The objectives of this activity are as follows:
  - 2.1 Analyze the scope of the content/competencies of Grades 1-10
  - 2.2 Construct test questions for the Unified First Quarter Examination.
  - 2.3 Promote a culture of collaborative work and collegial learning among Division Instructional Leaders and District Mathematics Coordinators.
  - 2.4 Submit the needed reports relative to the conduct of the MTAP Saturday Classes
3. Participants to this conference are the District Elementary and Secondary Mathematics Coordinators/Designates.
4. Participants are advised to bring the following:
  - 4.1 Laptop
  - 4.2 CGs, TGs, LMs in Elementary and Secondary Mathematics
  - 4.3 Blank CDs
  - 4.4 Other reference books/materials
5. This Memorandum will serve as your **Travel Order**.
6. Travelling and other incidental expenses relative to this activity shall be charged against MTAP/School MOOE and other local funds subject to the usual accounting and auditing rules and regulations.
7. For your guidance and compliance.
8. Widest dissemination of this Memorandum is desired.

  
**LELANIE T. CABRERA, CESE**  
Assistant Schools Division Superintendent  
Officer-In-Charge

08/02/16

02 AUG 2016