



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region IX, Zamboanga Peninsula
DIVISION OF ZAMBOANGA DEL NORTE
Dipolog City




13 JAN 2016

BY: _____ DATE: _____
NAME/SIGNATURE

DIVISION MEMORANDUM

NO. 98 s. 2016

To: **ZN PUBLIC SCHOOLS DISTRICT SUPERVISORS
ZN DIVISION ATHLETIC ASSOCIATION HEADS
PERSONNEL CONCERNED**

From: 
NATIVIDAD P. BAYUBAY, CESO VI
Officer-in-Charge
Office of the Schools Division Superintendent

Subject: **MEETING FOR THE HOSTING AND PREPARATION OF BILLETING QUARTERS FOR THE
2016 REGIONAL MEET AND SPECIAL GAMES**

Date: **January 13, 2016**

1. The Schools Division of Zamboanga del Norte will be the hosting the Regional Meet and Special Games 2016. As the host division, it is our responsibility to prepare for the billeting quarters for the different delegations of Zamboanga Peninsula.
2. In preparation for the said event, we will have a meeting on **January 15, 2016 Friday at 1:00 pm**. The venue for the said meeting will be at the **ZN Division Conference Room**.
3. The expenses incurred relative to the training is chargeable against **School MOOE** for school personnel and **SDO Funds** for SDO personnel subject to the usual accounting and auditing rules and regulations.
4. For information, guidance and dissemination.