



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



NI OF EDUKA
 2016

RELEASED

DIVISION MEMORANDUM

NO. 445 s. 2016

BY: _____

NAME (PRINT)

28 NOV 2016
 DATE: _____

To: **CONTINUOUS IMPROVEMENT (CI) TEAM
 ALL SENIOR EDUCATION PROGRAM SPECIALISTS
 ALL EDUCATION PROGRAM SUPERVISORS HANDLING SPECIAL PROGRAMS
 PLANNING OFFICER III
 EDUCATION FACILITIES HEAD
 BUDGET OFFICER
 ICT OFFICER
 ALIVE COORDINATOR
 EPS II, SOCIAL MOBILIZATION AND NETWORKING**

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

Subject: **PREPARATION OF THE THREE-YEAR INVESTMENT PLAN
 PREPARATION OF THE DIVISION SCHOOL BUILDING STATUS AND NEED PROJECTION
 PREPARATION OF THE INVENTORY OF SPECIAL PROGRAMS
 EVALUATION OF THE DEDP AND UPGRADING OF PLANS**

Date: **November 28, 2016**

1. To ensure the best services it can give, the Schools Division of Zamboanga del Norte, will continually work for its perfection and excellence. To achieve this, all concerned personnel are directed to attend the conference for:
 - a. **PREPARATION OF THE THREE-YEAR INVESTMENT PLAN;**
 - b. **PREPARATION OF THE DIVISION SCHOOL BUILDING STATUS AND NEED PROJECTION;**
 - c. **PREPARATION OF THE INVENTORY OF SPECIAL PROGRAMS, and;**
 - d. **EVALUATION OF THE DEDP AND UPGRADING OF PLANS.**
2. The conference will be on November 28, 2016 at 1PM at the Conference Room.
3. For information, guidance and dissemination.