



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

November 18, 2024

DIVISION MEMORANDUM

No. 724 , s. 2024

**SPECIAL MEETING WITH THE SECONDARY SCHOOL HEADS
OFFERING SENIOR HIGH SCHOOL**

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Program Supervisors, SGOD & CID
Public Schools District Supervisors
Heads of Public Secondary Schools
Human Resource Merit, Promotion and Selection Board (HRMPSB)
All Others Concerned

1. This office, through the Division Human Resource Merit, Promotion and Selection Board (HRMPSB) will conduct a meeting with the Secondary School Heads offering Senior High School on November 19, 2024 at 2:00 o'clock in the afternoon at Multi-Purpose Hall, SDO Capiz.
2. This meeting aims to:
 - a. discuss the criteria in selecting recommendations for the unfilled items (Teacher II and Teacher III) intended for the Senior High School
 - b. other matters
3. Expenses incurred relative to the conduct of this activity are chargeable against School MOOE Fund subject to the usual accounting and auditing rules and regulations.
4. Immediate and wide dissemination of this Memorandum is desired.

MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent

Encl.: As stated
Reference: None

To be indicated in the Perpetual Index
Under the following subjects:

CRITERIA

GUIDELINES



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