DIVISION MEMORANDUM
No. 164 s. 2018

To: Secondary School Principals
Assistant Secondary School Principals

From: ROY ANGELO E. GAZO
Schools Division Superintendent

Subject: Orientation of Secondary School Principals/Assistant School Principals on the Guidelines on Accreditation of Schools Offering TVL Track as Assessment Centers, Program Registration and Assessment for Assessors.

Date: April 23, 2018

1. There will be an Orientation of Secondary School Principals/Assistant Principals on the Guidelines on Accreditation of Schools Offering TVL Track as Assessment Centers to include Program Registration and Assessment Mechanism for Assessors on April 30, 2018 at Laal National High School, Maranding, Lala, Lanao del Norte at 8:00 o'clock in the morning.

2. Specifically, the orientation aims to:
   
   a. provide information to school administrators on the preparation of the necessary documents/requirements for accreditation, program registration and assessment mechanism.
   
   b. discuss issues and concerns in relation to assessment and certification.

3. Participants are required to register with the amount of 500.00 for the food and honorarium of the speakers.

4. Registration, travel and other incidental expenses of the participants are chargeable against local funds/school MOOE subject to the usual auditing rules and regulations.

5. Immediate dissemination of this memorandum is highly enjoined.