Department of Education
Region VI-Western Visayas
DIVISION OF AKLAN
Kalibo, Aklan

February 21, 2019

To : **Public Schools District Supervisors**
District Planning Officers Designate

Dear Sirs/Mesdames:

Greetings!

Please be informed that there will be meeting of the District Planning Officers Designate on February 22, 2019 at 8:30 in the morning at ASJ Hall DepED Division Office, Kalibo, Aklan.

Agenda are the following :

1. Parameters on budget proposals;
2. Data preparation for the First Quarter DMEA;
3. Submission of Year End School Forms; and
4. Other matters

Attendance is a must. No proxy allowed.

Thank you.

Very truly yours,

Dr. SALVADOR O. OCHAVO, Jr., CESO VI
Schools Division Superintendent

DIVISION LETTER
No. 28

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