

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

July 16, 2018

To: **Public Schools District Supervisors**  
**Principals/Head Teacher In-Charge of the District**  
**District Planning Officers-Designate**

**Dear Sirs/Mesdames :**

Greetings!

Please be informed that there will be a meeting of all District Planning Officers-Designate on Tuesday, July 17, 2018 from 8:30 o' clock AM to 12:00 o' clock PM at the ASJ Hall, Division Office, Kalibo, Aklan.

Matters to be discussed are :

1. LIS BOSY encoding
2. Preparations for the Workshop on Data Management Information Resources SY 2018-2019
3. Other Matters

Bring provisions for your meals.

Expenses relative to this activity shall be charged to local funds subject to the usual accounting and auditing rules and regulations.

Attendance is a must.

For your information and guidance.

Very truly yours,

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

DIVISION LETTER  
No. 126

/MCV