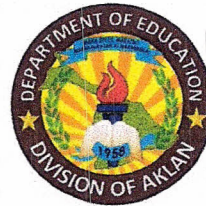




Republic of the Philippines  
Department of Education  
Region VI – Western Visayas  
**DIVISION OF AKLAN**

Archbishop G.M. Reyes St., Kalibo, Aklan  
Tel. No. (036) 268-4235; Telefax No. (036) 268-4234



May 18, 2018

To: **Chief Education Supervisors**  
**Education Program Supervisors/Coordinators**  
**Public Schools District Supervisors/**  
**Principals/Head Teacher In-Charge of the District**  
**Division Office Unit/Section Heads**  
**School Heads of Public and Private Elementary, Secondary and Integrated**  
**School including Senior High School (SHS) in SUC, LUCs and Stand**  
**Alone Schools**  
**Others Concerned**

Dear Sirs/Mesdames:

Greetings!

Please be informed that there will be a school heads' conference (MANCOM) on Monday, May 21, 2018, 8:00AM – 12NN at Kalibo Pilot Elementary School Covered Court. This will be followed at 1:00PM by the election of Division National Employees' Union (NEU) Officers.

Participants for MANCOM are the PSDSs/PIDs/HTID, Public and Private school heads including Secondary Head Teacher's under a Principal's and Teacher In-Charge. Participants for NEU elections at 1:00PM are all Schools Division Office (SDO) personnel including all ADAses/ADAs in the district and senior high school non-teaching personnel whose plantilla is attached at division office.



Bring your snacks and lunch.

**PROXY IS HIGHLY DISCOURAGED.**

For your information and compliance. Thank you.

Very truly yours,

FOR THE SCHOOLS DIVISION SUPERINTENDENT:

  
**PATROCENIA Y. MAMBURAM**  
Administrative Officer V  
Administrative Services  
In-Charge of the Division 

JRN/srb

*"May katawhayan ag kalipayan sa among mga escuelahan."*