



December 11, 2017

DIVISION MEMORANDUM

No. 739, s. 2017

**UPDATES: SCHEDULE, VENUES AND WORKING COMMITTEES OF 2017
 REGIONAL FESTIVAL OF TALENTS**

To : CID and SGOD Chiefs
 District Supervisors/District In-Charge
 Working Committees
 All Concerned

1. DepED Negros Oriental Division being the host division of the forthcoming RFOT 2017 on December 14-16, 2017, this office will conduct a Division Level Technical Working Group (TWG) meeting of all PSDSs, chairmen of the billeting quarters, contest venues, different working committees, contest administrator/facilitator, secretariat and coaches of the different contest/events for RFOT. They are directed to attend on December 12, 2017, at 1:00 P.M. Participants to this meeting are expected to present the final preparation, clarify some concerns and make sure that everything is ready before the conduct of the said activity.

Schedule of Activity:

| | |
|-----------------------|---|
| 1:00 P.M. - 1:10 P.M. | Registration |
| 1:10 P.M. - 4:00 P.M. | <ul style="list-style-type: none"> • Opening & Roll Call • Presentation of initial preparation and clarify some concerns by the chairperson before the conduct of the RFOT • RFOT Updates and ocular inspection at 4:00 P.M. • NegOr Delegation Final Instruction |

2. Food, travel and other incidental expenses relative to this meeting shall be charged to Municipal SEF/School MOOE/Local/District/PTA and other funds subject to usual accounting rules and regulations.

3. Immediate dissemination of this memorandum is desired.

4. This serves as Travel Order.

SALUSTIANO T. JIMENEZ, CESO VI
 OIC-Office of the Assistant Regional Director
 Concurrent Schools Division superintendent

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