

Republic of the Philippines  
**Department of Education**  
Region VII, Central Visayas  
**DIVISION OF BOHOL**  
City of Tagbilaran

**MEMORANDUM**

To : All Bohol Division Culture, Arts and Sports Specialist (BDCASS)

From : **NIMFA D. BONGO, Ed. D., CESO V**  
Schools Division Superintendent

Subject: 2019 CVIRAA Post Evaluation and Planning Conference  
of all BDCASS Members

Date : June 19, 2019

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1. There will be a planning conference of all members of Bohol Division Culture, Arts and Sports Specialist (BDCASS) on June 28, 2019, *Friday*, 8:30 a.m. to 5:00 p.m. at the Bohol Public School Teachers and Employees Association (BPSTEA) Building, Tamblot St., Tagbilaran City.

2. The purpose of the conference is to conduct 2019 CVIRAA Post Evaluation, plan and make preparation for the DepEd, Division of Bohol Sports, Culture and Arts Program for School Year 2019-2020.

3. Travelling and incidental expenses incurred by the participants relative to the attendance of the meeting shall be charged against school MOOE, local SEF or any school funds while one (1) lunch and two (2) snacks shall be shouldered by local/division/athletic funds subject to the usual accounting and auditing rules and regulations.

4. This memorandum serves as Travel Order.

5. Please be guided accordingly.

  
**NIMFA D. BONGO, Ed. D., CESO V**  
Schools Division Superintendent 