



Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
Tanggapan ng Pangalawang Kalihim

**MEMORANDUM**  
24 January 2018

For: **Secretary Leonor Magtolis Briones**  
**All Undersecretaries**  
**All Assistant Secretaries**  
**All Regional Directors**  
**All Schools Division Superintendents**  
**All ESSD Chiefs**  
**All SGOD Chiefs**  
**OUA Strand Mancom**  
**Philippine Elementary School Principals Association**  
**National Association of Public School Heads, Inc.**  
**Philippine Association of School Superintendents**  
**DepEd Partnership of Employees and Non-Teaching Staff**  
**DepEd National Employees Union**  
**School Health & Nutrition Personnel Association**  
**of the Philippines**  
**DepEd Medical Society**  
**DepEd Dentists Association**  
**DepEd National Nurses Association**  
**DepEd Nutritionist-Dietitians Association**

Subject: **1<sup>ST</sup> NATIONAL ESSD/SGOD CONFERENCE**

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The Department of Education's (DepEd) Office of the Undersecretary for Administration (OUA) will be holding the first National ESSD/SGOD Conference under its strand from **14-17 February 2018 at Clark, Pampanga**. The objective of the event is to provide a venue for all ESSD and SGOD officers to converge and be able to identify best practices and consult with their counterparts from the Administration Strand of the Central Office.

The organizer shall shoulder accommodation and meals, while travel expenses shall be charged to local funds subject to the usual accounting regulations. Please refer to the attachment for participants to the conference.

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**Office of the Undersecretary for Administration**


*(Administrative Services, Information and Communications Technology, Disaster Risk Reduction and Management, Schools Health, Youth Formation, Baguio Teachers' Camp, Education Facilities/School Buildings)*

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Email: usec.admin@deped.gov.ph; Facebook/Twitter @depeditayo

Participants are advised to send their confirmation to **Meanvi Austria** or **Cristina Guanzon** at [usec.admin@deped.gov.ph](mailto:usec.admin@deped.gov.ph) or through landline (02) 633-7203 or mobile 0926-032-0762 **on or before 31 January 2018.**

For immediate and appropriate action.

  
**ALAIN DEL B. PASCUA**  
Undersecretary



## 1<sup>st</sup> National ESSD-SGOD Conference

### Participants:

SGOD Chiefs:	1 per Division
ESSD Chiefs:	1 per Region
PESPA:	2 representatives
NAPSHI:	2 representatives
PASS:	2 representatives
PENS:	2 representatives
NEU	2 representatives
SHNPAP	2 representatives
DEMS	2 representatives
DEDA	2 representatives
DENNA	2 representatives
DENDA	2 representatives

