



**REGION I**  
City of San Fernando, La Union

January 11, 2017

**REGIONAL MEMORANDUM**

No. 07, s. 2017

**CONSULTATIVE CONFERENCE FOR ALS SUPERVISORS AND  
IMPLEMENTERS**

**To: Schools Division Superintendents**

1. The Department of Education, Regional Office I, will conduct the Consultative Conference for ALS Supervisors and Implementers on February 1 - 2, 2017 at the NEAP-R1, City of San Fernando. This activity aims to gather vital information regarding the implementation of ALS programs and projects; and discuss and agree on the key strategies that will address issues/bottlenecks and enhance program implementation and service delivery.

2. Relative to this, the Division Offices are requested to submit the names of their participants through email at [depedro1.lrmdc@yahoo.com](mailto:depedro1.lrmdc@yahoo.com) on January 20, 2017.

3. Participants are the following:
- Division EPSs In - Charge of ALS
  - EPSAs
  - 1 DALSC/division
  - 1 Mobile Teacher/division

4. Participants are requested to bring the following:
- Laptop
  - Extension Cord
  - Advocacy materials for the Gallery (2mx2m)
  - Issues and Concerns
  - Report on the conduct of the Division ALS Caravan
  - And other data you want to include in the gallery

4. Travel expenses, board and lodging of participants relative to the conduct of the activity shall be charged against the project funds, subject to the usual government accounting and auditing rules and regulations. Therefore, participants are advised to take the cheapest mode of transportation and that reimbursement shall be made only on the training venue upon submission of the approved travel documents and original bus tickets.

4. Participants are expected to be at the venue in the afternoon of January 31, 2017. First meal to be served is dinner.

5. Immediate dissemination of the contents of this Memorandum to all concerned is enjoined.