



July 29, 2019



REGIONAL MEMORANDUM
No. 394, s. 2019

**PLANNING CONFERENCE OF REGIONAL AND DIVISION TECHNICAL WORKING GROUP (TWG)
FOR THE REGIONAL INTEGRATED STUDENTS ACTIVITIES (RISA)**

TO: Schools Division Superintendents
CLMD and CID Chiefs
Regional Focal Persons
All Others Concerned
This Region

1. The field is hereby informed on the conduct of a **Planning Conference of Regional and Division Technical Working Group (TWG) for the Regional Integrated Students Activities (RISA)** at the **Division of Tandag City** on **August 9, 2019; 8:00 A.M. – 5:00 P.M.**
2. The planning conference aims to:
 - a. plan for the conduct of the RISA;
 - b. conduct ocular visit to billeting quarters and contest venues; and
 - c. draft general activities for the conduct of RISA.
3. The participants to this activity are the **CLMD and CID Chiefs, Regional Focal Persons of RSPC, RSFQP, RFOT, and TWG of Tandag City Division**. The Schools Division Superintendents of Tandag City and Surigao del Sur are also encouraged to participate.
4. All Regional Focal Persons are required to prepare a PowerPoint presentation on the mechanics and guidelines of the competitions. Please see the Enclosure for the indicative activities.
5. Travel expenses and per diem of participants shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of this Memorandum to all concerned is highly desired.

Francis Cesar B. Bringas
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Schools Division Superintendent
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Office of the Regional Director

CLMD/rgjy
07/29/2019



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Enclosure No. 1 to Regional Memorandum No. 394, s. 2019

**MATRIX OF ACTIVITIES FOR THE PLANNING CONFERENCE OF REGIONAL AND DIVISION TECHNICAL
WORKING GROUP (TWG) FOR THE REGIONAL INTEGRATED STUDENTS ACTIVITIES (RISA)**

August 9, 2019	
TIME	ACTIVITIES
4:30 A.M.	Departure of RO Personnel to Tandag City
9:00 A.M. – 11:00 A.M.	Ocular visits to Billeting Quarters
11:00 A.M. – 12:00 P.M.	Ocular visits to Contest Venues
12:00 P.M. – 1:00 P.M.	Lunch Break
1:00 P.M.- 3:00 P.M.	Presentation of Contest Guidelines and Mechanics
3:00 P.M.-5:00 P.M.	Presentation of General Activities of RISA
5:00 P.M.	Departure of RO Personnel back to Butuan City

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