

Proceda
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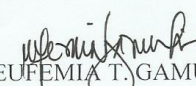
Republic of the Philippines
DEPARTMENT OF EDUCATION
Region XI
DIVISION OF THE ISLAND GARDEN CITY OF SAMAL
Peñaplata, IGACOS
Telefax No. 084-301-4121



January 21, 2014

Division Memo No. 029
s. 2015

TO: OIC- Office of the Assistant Schools Division Superintendent
Education Program Supervisors and Coordinators
Division Office Unit/Section Heads
Secondary and Elementary Public and Private School Heads

FROM: 
EUFEMIA T. GAMUTIN, CESO VI
Assistant Schools Division Superintendent
OIC- Office of the Schools Division Superintendent

SUBJECT: **First 2015 Division ManCom Meeting and SDO Building Dedication**

Please be informed of the following activities for your participation and attendance:

1. Dedication of the New SDO Building - January 28, 2015
7:30 – 9:00 AM
Government Center, IGACOS
 - Carry an umbrella
 - Each public school is requested to donate two potted ornamental plants;
due date: January 26, 2015
Attention: Mrs. Lourdes Manlapus
Mrs. Edna Lampara
2. First 2015 Division Management Committee Meeting - January 30, 2015
Venue: Aumbay Elementary School
Samal District
Arrival of participants: 7:30 AM
Campus Tour and Unveiling of APPES marker: 8:00 – 8:45 AM
ManCom Proper : 9:00 AM – 5:00 PM

Travel and other related costs are chargeable against Division / School MOOE or other local funds subject to the usual accounting and auditing rules.

No proxy is allowed.