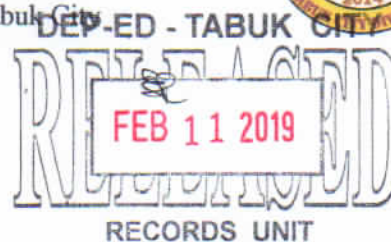





Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF TABUK CITY
City Hall Compound, Dagupan, Tabuk City



DIVISION MEMORANDUM:

No: 31 s. 2019

TO: -SDO Unit/Section Heads and all concerned

FROM: 
BENEDICTA B. GAMATERO
OIC, Schools Division Superintendent

DATE: February 11, 2019

SUBJECT: **First SDO Staff Meeting**

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1. This is to announce ^{dat} the SDO Staff Meeting will be on February 15, 2019 at Davidson Hotel and Restaurant, Bulanao, Tabuk City.
 2. The agenda will be the following:
 - a. Updates of various SDO activities and programs
 - b. Issues and Concerns
 3. Participants to the meeting are all SDO Personnel.
 4. Meals and snacks shall be charged against Division Funds subject to the usual accounting and auditing rules and procedures.
 5. Strict compliance is enjoined.