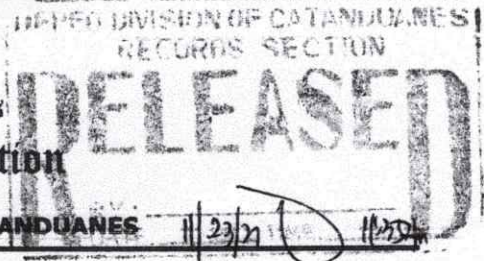





Republic of the Philippines
Department of Education
REGION V - BICOL
SCHOOLS DIVISION OFFICE OF CATANDUANES



UNNUMBERED MEMORANDUM
OSDS-SDS-UM-11-23-21/SSC

TO : Assistant Schools Division Superintendent
CID & SGOD Chiefs
Administrative Officer V (Admin)
Accountant III
Budget Officer
Human Resource Management Officer
Planning Officer
Program Owners

FROM : 
SUSAN S. COLLANO
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

SUBJECT : **COORDINATION MEETING**

DATE : November 23, 2021

Please be informed of a Coordination Meeting relative to the updates discussed during the RO-SDO Coordination Meeting held on November 18-20, 2021 at Avenue Plaza Hotel, Naga City, on November 24, 2021 at the SDO lobby from 1:00 – 3:00 p.m.

The meeting shall be facilitated by those who attended the same meeting conducted by the regional office, to be led by Mrs. Ma Cielo Tubale, Budget Officer and Angelo James Aguinalde, Accountant III. Program owners should bring the copies of their WFP and the status of funds utilization based on their conducted activities.

For those who are on WFH arrangement, a meeting link to be prepared by the ICTU shall be provided to ensure their attendance.



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