



Republic of the Philippines
Department of Education
Region V (Bicol)
DIVISION OF CATANDUANES
Virac, Catanduanes



December 9, 2013

MEMORANDUM TO:

All Administrative Aide I and IV
All Security Guards
(Through the PSDS)

RELEASED
DepEd-Division of Catanduanes
RECORDS SECTION
Date DEC 09 2013
Time 10:18
By [Signature]

You are hereby advised to attend a conference on December 13, 2013, 10:30 AM, Division Office Conference Hall.

Travel expenses will be charged against local funds subject to the usual accounting and auditing rules and regulations.

JOSE L. DONCILLO, CESO VI
OIC, Schools Division Superintendent