



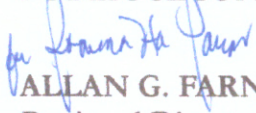
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DIVISION MEMORANDUM

No. 193 s, 2016

To: PUBLIC ELEMENTARY SCHOOL HEADS
PUBLIC SECONDARY SCHOOL HEADS

From:  ALLAN G. FARNAZO, PhD, CESO IV
Regional Director IV, Concurrent SDS

Subject: Division ManCom (September 2016)

Date: September 1, 2016

1. The field is hereby informed of the *Division ManCom* on **September 5, 2016 – 1PM** at the **Division Office**.
2. Refreshments/Snacks served during this activity shall be charged to Division MOOE Funds subject to the usual accounting and auditing rules and regulations.
3. For information, guidance and strict compliance.

