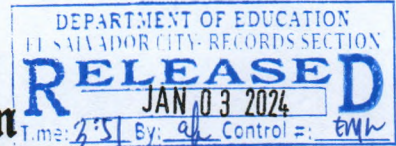




Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY




03 January 2024

DIVISION MEMORANDUM
NO. 002, s. 2024

CONDUCT OF COORDINATION MEETING WITH SCHOOLS' PROPERTY CUSTODIANS

To: **All Administrative Officer II/School Property Custodians**
Supply Office Personnel
This Division

1. The Department of Education Division of El Salvador City, through the Division Property and Supply Unit, will conduct a meeting of all Administrative Officer II/School Property Custodians on January 10, 2024, 1:00 pm, at the Jade Building, El Salvador City Division Office.
2. This activity aims to discuss various issues and concerns, give updates and other important matters.
3. This Office shall adhere to the Equal Opportunity Principle (EOP) in observing all policies and guidelines. Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
4. Immediate and wide dissemination of this Memorandum is enjoined.


RANDOLPH B. TORTOLA
Schools Division Superintendent

To be indicated in the Perpetual Index
under the following subject:
MEETING

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