



## MEMORANDUM


**TO** : Assistant Schools Division Superintendent  
Chief Education Supervisors (CID and SGOD)  
Education Program Supervisors  
Section Heads, SEPS, EPS II

**SUBJECT** : SPECIAL MEETING OF ALL DIVISION PERSONNEL

**FROM** : THE SCHOOLS DIVISION SUPERINTENDENT

**DATE** : February 7, 2019

1. This Office informs all the Division Personnel that there will be a special meeting of all division personnel on Friday, February 8, 2019 at 10:00 A.M. @ BCS I Activity Center.
2. **One (1)** representative from Personnel & Records Services, Secretary of the Schools Division Superintendent and Curriculum Implementation Division shall remain in their respective offices to cater the frontline services of SDO.
3. Immediate and wide dissemination of this Memorandum is desired.

  
**ROSALIE M. PASAOL, Ed.D., CESO V**  
Schools Division Superintendent

