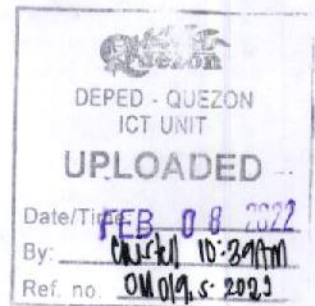




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



OFFICE MEMORANDUM
OM No. 019, s. 2022

04 February 2022

NOTICE OF MEETING

To : OIC-Assitant Schools Division Superintendent
SDO Pagbilao Supply Personnel
Sub-Offices Supply Personnel
All Others Concerned


This Office informs all the above concerned to attend the Monthly Meeting conducted by Administrative Office on February 08, 2022 (Tuesday) at 9:00 am in the Library Hub, while those who are on work from home are hereby advised to attend via Zoom: Meeting ID: 813 4533 5227 Passcode: 12345.

The agenda of the meeting as as follows:

1. Supply Section's Action Plan
2. Technical Assistance to Supply Personnel at Sub-Offices
3. Coaching and Monitoring
4. Other Issues and Concerns

All the attendees are advised to strictly follow and observe the IATF guidelines on safety protocol, 100% attendance is a must.

For dessimination and strict compliance.


ELIAS A. ALICAYA JR., EdD
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

SUPmcsr02/04/2022

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