




Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
**REGION IV-A CALABARZON**  
 Gate 2, Karangalan Village, Cainta Rizal



**REGIONAL MEMORANDUM**  
 No. 420, s. 2016

Department of Education  
**DIVISION OF CAVITE**  
 RECEIVED  
 DEC 19 2016  
 946  
**RECORDS SECTION**

**TO** ALL SCHOOLS DIVISION SUPERINTENDENTS  
 ALL OTHERS CONCERNED

**FROM**   
 DIOSDADO M. SAN ANTONIO  
 Director IV

**SUBJECT** REGIONAL GAD SEMINAR

**DATE** December 16, 2016

This is to advise that there will be **NO OFFICE TRANSACTIONS** on **DECEMBER 19-20, 2016** (Monday and Tuesday) at the regional office due to the GAD Seminar be held at Lucena City. Regular office transactions shall resume on December 21, 2016 (Wednesday).

It is however informed that the guard on duty is hereby authorized to receive documents during the said dates.


Immediate and widest dissemination of this Memorandum is desired.

**TO:** Elementary & Secondary School Heads

December 20, 2016



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**CHERRYLOU D. DE MESA**  
 OIC, Schools Division Superintendent