



**NOTICE OF MEETING NO 084**

**TO:** Assistant Schools Division Superintendent  
OIC, Office of the ASDS  
Chiefs, CID and SGOD  
SDO Unit Heads and Section Chiefs  
All Concern

**Date:** April 27, 2018

Please be informed that there will be a meeting regarding the improvement of ODC for interrelated processes at Silid Ugnayan, DepEd Compound, Brgy. Luciano, Trece Martires City.

Below is the schedule of the following unit and personnel:

UNIT	DATE
Accounting, Cash, Budget	May 03, 2018 (8:30 AM)
Supply	May 03, 2018 (1:30 PM)
HRMO	May 07, 2018 (8:30 AM)

The following personnel are expected to be present at the said meeting:

1. Accounting Staff
2. Supply Staff
3. HRMO Staff
4. Reniel Patrick Tejidor
5. Sarah Lyn Marcaida

Dr. ELIAS A. ALICAYA, JR. Ed.D.  
OIC-Assistant Schools Division Superintendent  
**CHERRYLOU D. DE MESA**  
Schools Division Superintendent