

## Republic of the Philippines

## Department of Education Region IV-A (CALABARZON)

Division of Cavite Trece Martires City, Cavite



NOTICE OF MEETING No. \_\_\_\_\_\_1 13

TO:

Property and Supply Unit

DATE:

June 29, 2018

Please be informed that the Property and Supply Unit will be having a meeting on July 02, 2018 (Monday), 3:00 PM - 4:00 PM at the Office of the Property and Supply Unit, Division Office, Trece Martires City, Cavite.

The meeting will focus on the issues and concerns on Property and Supply Management Process and upcoming ISO Surveillance Audit.

Your attendance to the above-mentioned meeting is a must.

Schools Division Superintendent