



Republic of the Philippines

Department of Education

Region IV-A (CALABARZON)

Division of Cavite

Trece Martires City, Cavite



Certificate Number: AJA17-0083



L-537  
6/6/19  
9:23

## NOTICE OF MEETING NO. 1101

TO: OIC, Assistant Schools Division Superintendents  
Chiefs, CID and SGOD  
SDO Unit Heads and Section Chiefs  
All concerned

Date: June 6, 2019

Please be informed that there will be an Emergency Meeting on June 7, 2019 8:00 A.M. at the Office of the Schools Division Superintendent, DepEd Cavite Compound, Brgy. Luciano Trece Martires City, Cavite..

Agenda of the said meeting are the following:

1. Status on the preparation for the 2<sup>nd</sup> Surveillance Audit
2. Status of preparation for PQA Application
3. Status of closing of CARs and RAFs
4. Results of Workplace Audit
5. VOC results presentation
6. Other Matters

It is expected that the following personnel be present at the said meeting:

1. OIC - Assistant Schools Division Superintendents
2. Chiefs, CID and SGOD
3. Administrative Officer V
4. Division Accountant
5. Budget Officer
6. Division Planning Officer
7. Information Technology Officer
8. Division Document Custodian
9. Selected Support Staff

Mr. ELIAS A. ALICAYA, JR. Ed.D.

OIC- Assistant Schools Division Superintendent

for **CHERRYLOU D. REPIA**  
Schools Division Superintendent