

## Republic of the Philippines

## Department of Education

## **REGION IV-A SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE**

June 25, 2020

NOTICE OF MEETING No. 065, s. 2020

TO: OIC, Assistant Schools Division Superintendent

Chief, Curriculum Implementation Division

Chief, Schools Governance and Operations Division

SDO Unit/Section Heads Unit Document Custodians

All concerned

## SPECIAL MEETING OF SELECTED UNIT DOCUMENT CUSTODIANS

- 1. Please be informed that there will be a special meeting of selected Unit Document Custodians (UDC) on Thursday, June 26, 2020, 9:00 a.m. onwards teleconferencing.
- The Agenda of the said meeting is to finalize the official format of the Operations Manual (OM) and the ROA form.
- Target participants are the following:
  - a. Leonila L. Custodio
  - b. Sarah Lyn P. Marcaida
  - c. Royce R. Aure
  - d. John Mark M. Soliga
  - e. Jay R. Dayrit
- 4. Complete attendance to this meeting is highly desired.

(SGD)ROMMEL C. BAUTISTA, CESO V

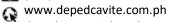
Schools Division Superintendent

LLC/ NOM 65 s, 2020





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