



Republic of the Philippines
Department of Education

REGION IV-A

SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE

February 10, 2021

NOTICE OF MEETING

NO. 024, s. 2021

To: OIC, Assistant Schools Division Superintendents
Chief, Curriculum Implementation Division
Chief, School Governance and Operations Division
Division Administrative Officer V
All Budget Staff





BUDGET UNIT MONTHLY MEETING

1. Please be informed that there will be a meeting on **February 11, 2021, 2:00PM onwards via Google Meet.**
2. The agenda of the said meeting are as follows:
 - 2.1 Duties and Responsibilities
 - 2.2 Upcoming Internal Quality Audit
 - 2.3 FY 2022 Budget Preparation
 - 2.4 Other issues and concerns
3. Attendance of the concerned personnel is a must.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

CCA / NDM 024, s. 2021
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