



Republic of the Philippines
Department of Education

REGION IV-A

SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE

JUNE 6, 2023

NOTICE OF MEETING


NO. 126, s. 2023

To: Assistant Schools Division Superintendents
 Administrative Officer IV- Cash
 Administrative Assistant III- Disbursing Officer
 Administrative Assistant II- Disbursing Officer
 Administrative Aide VI

CASH UNIT MONTHLY MEETING

1. Please be informed that there will be a meeting with all Cash Personnel on June 15, 2023, from 10:00 am onwards at the Cash Unit, Schools Division Office, Trece Martires City, Cavite.
2. The agenda of the said meeting are:
 - a. Discussion of the findings from the Workplace Place Audit held last May 26, 2023
 - b. Other Cash concerns
3. The following participants are expected to be present at the said meeting:





Laura R. Crema – Administrative Officer IV – Cash
 Abigail B. Arevalo – Administrative Assistant III
 May Ann M. Ilagan – Administrative Assistant II
 Kim Louraine B. Matias – Administrative Assistant II
 Jeniffer E. Sobrevilla – Administrative Assistant II
 Jennifer P. Tolica – Administrative Assistant II
 Elsie Crisostomo – Administrative Aide VI
4. Attendance shall strictly be monitored.


ROSEMARIE D. TORRES, CESO V
 Schools Division Superintendent

JES/06/06/2023

BU-1799D / NOM no. 126, s. 2023



 Cavite Capitol Compound, Brgy. Luciano, Trece Martires City, Cavite
 (046) 419-0014, 419-1286, 412-0349, 419-1739, 412-0849
 www.depedcavite.com.ph
 deped.cavite@deped.gov.ph

“Serbisyong Pang-Edukasyong Tapat at Sapat para sa Batang KABITENYO”