



NOTICE OF MEETING No. 08

To: OIC – Assistant Schools Division Superintendent
Division Unit Heads
Secondary School Heads
All Other Concerned

Date: March 8, 2017

Please be informed that there will be an Exit Conference to be conducted by Commission on Audit on March 9, 2017 at Bulwagan Tanglaw, Trece Martires City, Cavite at 09:00 AM onwards.

Participants to the said meeting are the following:

1. Schools Division Superintendent
2. OIC – Assistant Schools Division Superintendent
3. Division Accountant
4. Division Budget Officer
5. Division Engineer
6. Division Supply Officer
7. School Heads (Secondary Schools - Implementing Units)
8. School Administrative Officers (OLD IUs)
9. School Accountants/Senior Bookkeepers of Implementing Units

Attendance to the abovementioned meeting is a must.


CHERRYLOU D. DE MESA
OIC – Schools Division Superintendent