MEMORANDUM TO:

Reception and Protocol Committee
Tourism Committee
Elementary and Secondary School Heads
Selected Usherettes and Ushers

Please be informed that the Training for Usherettes/ Ushers on Basic Protocol and other Relevant topics necessary in carrying out efficiently their assigned task during the Palarong Pambansa is slated on February 26-28, 2020, 8:00 AM to 5:00 PM at the Galeria Kapitan Moy Building.

In line with this endeavor, we seek the permission of the school heads of these selected teachers to please excuse them from their classes for the whole duration of the training.

Likewise, committee chairs and members of the aforementioned committees must also be present during the said seminar.

Please see attached Final List of Usherettes/ Ushers.

Wide dissemination of this Memorandum is desired.

SHERYLL T. GAYOLA
Education Program Supervisor
Officer-In-Charge
Office of the Schools Division Superintendent