



National Capital Region
SCHOOLS DIVISION OFFICE
Marikina City

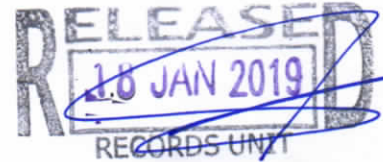
Shoe Ave. , St., Sta. Elena, Marikina City

January 16, 2019

DIVISION MEMORANDUM

No. 016 s. 2019

DIVISION OF CITY SCHOOLS
MARIKINA



TO: Chief, Education Supervisors SGOD & CID
Elementary /Secondary School Principals/Officer-In-Charge
School Property Custodian (Elementary & Secondary)
Public Schools Only

MEETING OF ALL SCHOOL PROPERTY CUSTODIAN
(ELEMENTARY & SECONDARY)

The field is hereby informed that there will be a meeting of all school property custodian (elementary and secondary), on Friday, **January 18, 2019 @ 1:00 pm** at the Audio Visual Room, SDO Marikina City.

School heads are requested to make necessary arrangement on the teaching schedule of the concerned teachers to avoid disruption of classes.

Attendance is a **MUST**. Immediate and wide dissemination of this Memorandum is desired.


JOEL T. TORRECAMPO
Officer-In-Charge

Office of the Schools Division Superintendent