

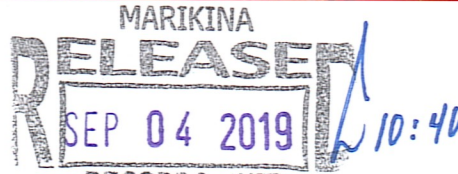


REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE – MARIKINA CITY

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DIVISION OF CITY SCHOOLS



September 3, 2019

MEMORANDUM TO:

OIC, Office of the Asst. Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Elementary and Secondary School Heads
Officers-in-Charge
Public Schools

UPDATES ON SCHOOL CANTEEN MANAGEMENT

Please be informed that there will be a **meeting** on School Canteen Management on Thursday, **September 5, 2019, 9:00 a.m. – 12:00 nn** at the ELRC, Jesus Dela Peña National High School.

Participants to this are the following:

1. Canteen Managers (Coop Managed)
2. Teachers-In-Charge of School Managed Canteen
3. Teachers-In-Charge of preparation of Financial Report (Disbursing Officers) of school share (Coop/School Managed)

Agenda are the following:

1. Deadline of submission of Canteen Financial Report under DepEd order no.8 series of 2007.
2. Use of Coop/School Managed Forms
3. Submission of Canteen Financial Report
4. School Feeding Fund
5. Other Matters

Immediate and wide dissemination of this Memorandum is desired.


JOEL T. TORRECAMPO

Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent