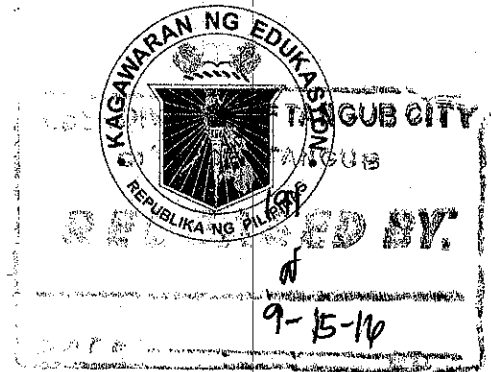


Republic of the Philippines
Department of Education
Region X
DIVISION OF TANGUB CITY
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DIVISION MEMORANDUM
NO. 185, S. 2016

TO : Office of the SOD
CID/SGOD Chiefs
District Coordinating Principals
Elementary/Secondary Principals/ School Head Teachers
Of both Elementary & Secondary Schools
This Division

FROM : VICTORIA V. GAZO, PH.D., CESO V
Schools Division Superintendent

SUBJECT: ATTENDANCE TO COORDINATION MEETING

DATE : SEPTEMBER 16, 2016

1. This Division calls an urgent Coordination Meeting with CID & SGOD Chiefs, all the District Coordinating Principals, Elementary and Secondary Schools Heads and selected Non-Teaching Personnel who will be participating the Ballroom and Street Dancing and Festival Dalit Competition at 1:00 O'clock this afternoon at the Division Conference Room.
2. The agenda for this meeting are the following:
 - A. Dance Competition
 - a. final lists of participants
 - b. time and frequency of practice
 - c. costumes and props
 - B. Tertulia (A Social Gathering)
 - a. the participants
 - b. time of arrival and venue
 - c. attire
 - d. food preparation
3. Punctuality is expected.
4. Immediate dissemination and compliance of this Memorandum is hereby enjoined.