

## Department of Education Region III DIVISION OF CITY SCHOOLS



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July 8, 2016

**Division Memorandum** 

No. |9| s. 2016



## DIVISION MEETING WITH SCHOOL HEADS AND CANTEEN MANAGERS

To: Elementary, Secondary and Integrated School Heads Canteen Managers

- 1. Please be informed that Division Canteen Coordinator shall hold a meeting at Division Office, Gabaldon Bldg. on July 18, 2016 at 2:00 p.m..
- 2. Agenda of the meeting:
  - 2.1 Reiterate D.O. no. 8 s., 2007.
  - 2.2 Follow up the legal documents needed for the canteen operation.
  - 2.3 Other matters
- 3. Participants to this meeting are:
  - 3.1 School Heads
  - 3.2 Canteen Managers
- 4. Immediate and wide dissemination of this Memorandum is desired.

LEILANTS. CUNANAN, CESO VI Schools Division Superintendent