



Republic of the Philippines  
Department of Education  
Region VII, Central Visayas  
**TAGBILARAN CITY SCHOOLS DIVISION**  
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## MEMORANDUM

To : Mr. Jovenal B. Cagas --- Division Office  
Mr. Joselito Galendo --- TCSHS  
Ms. Rachel B. Mende --- San Isidro NHS  
Ms. Aly Marie Cajilog --- Cogon ES  
Ms. Pearly T. Maraguinot --- TCCES

From : **MARCELO K. PALISPIS, Ed. D.**  
OIC, Asst. Schools Division Superintendent

Subject : **Conference in Preparation for Division Teacher-Adviser Training  
Program Rollout of SSG/SPG Advisers of Public Schools in the City of  
Tagbilaran**

Date : January 3, 2019

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1. You are hereby directed to report to this Office for a conference in preparation for the Division Teacher-Adviser Training Program Rollout on January 4, 2019 at 3:30 pm to 5:00 pm at the SGOD Office.

2. For information, guidance and compliance.

  
**MARCELO K. PALISPIS, Ed. D.**  
OIC, Asst. Schools Division Superintendent