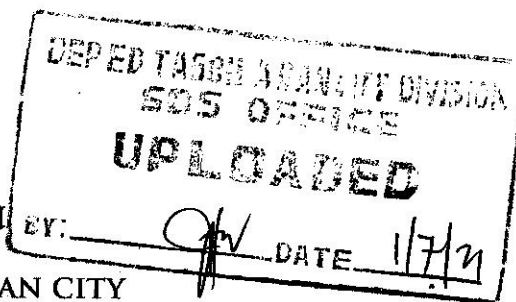




Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY



**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM
MLA-2021-OSDS- 003

TO : Dr. John Ariel A. Lagura – Chief Education Supervisor
(Mrs.) Jocelyn P. Cutin – Administrative Officer IV
Mr. Ronilo B. Cañedo – Administrative Assistant III
Miss Maurine C. Castaño – Principal III, Dr. C. Putong NHS
Mr. Justino M. Canda - Principal II, Tagbilaran City Science HS
(Mrs.) Grace Marie L. Campos – Principal I, Manga NHS
(Mrs.) Ma. Dolores T. Dahab – Principal I, Cogon HS Evening Class
Mr. Jenelou John F. Israel – Principal I, San Isidro NHS
(Mrs.) Corazon H. Samuya – Principal I, Mansasa NHS

FROM : **JOSEPH IRWIN A. LAGURA PhD**
Schools Division Superintendent *[Signature]*

SUBJECT : **PROCESSING OF DOCUMENTS ON THE RECONCILIATION OF
PLANTILLA OF SELECTED SECONDARY SCHOOLS AND
IMPLEMENTATION OF LIMITED FACE-TO-FACE CLASSES IN
SENIOR HIGH SCHOOLS**

DATE : **January 6, 2021**

1. You are hereby directed to attend the Conference of Selected Secondary School Principals on the Processing of Documents on the Reconciliation of Plantilla Items and on the Implementation of Limited Face-to-Face Classes in Senior High School on Friday, January 8, 2021 at Mansasa National High School, Tagbilaran City of 8:30 in the morning.
2. Expenses for meals and snacks of participants shall be charged against Division MOOE subject to the usual accounting and auditing rules and regulations.
3. Immediate dissemination of, and compliance with this Memorandum is directed.

JIAL/MKP/OSDS/jaal

