



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City

Office of the Schools Division Superintendent

Division Memorandum
No. 12, s. 2021

TO : Non-Teaching Officers & Members
CID, SGOD, OSDS, SHS
Secondary IU's and Non-IU's
AO II (Elementary & Secondary)
All Other Concerned

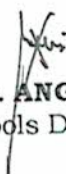
DATE : May 11, 2021

SUBJECT : **CONDUCT OF NATIONAL EMPLOYEES UNION ASSEMBLY**

This is to inform that there will be a national employees union assembly on May 14, 2021 2:00 PM at Davidson Hotel and Restaurant.

1. Participants of the said assembly are all non-teaching employees of SDO Tabuk City (Including IU's and Non-IU's)
2. Agenda for the meeting are as follows:
 - i. Update on CNA
 - ii. Membership process and its benefits
 - iii. Creation/Formulation of By Laws
 - iv. Election of new set of officers
 - v. Other updates, Issues and Concern
3. Snacks during the conduct of the assembly shall be charged to Division MOOE subject to the usual auditing and accounting rules and regulations.
4. All participants are expected to be at the venue on time.
5. Attendance is a must.

For information and strict compliance.


IRENE S. ANGWAY, PhD, CESO VI
OIC- Schools Division Superintendent



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