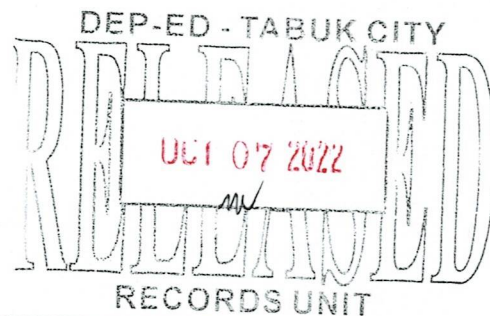




Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City



Office of the Schools Division Superintendent

DIVISION MEMORANDUM
NO. 3/1, s. 2022

October 7, 2022

TO: All IU's Administrative Officers/OIC
Administrative Officer V
Administrative Officer IV (HRMO)
Administrative Officer II (HRMO I)
Administrative Officer IV (Records Officer)
All Others Concerned

**CONDUCT OF INTERFACE CONFERENCE/SEMINAR FOR ADMINISTRATIVE
OFFICERS OF THE DIVISION OFFICE AND SECONDARY SCHOOLS
IMPLEMENTING UNIT**

1. Pursuant to Regional Memorandum No. 485 s. 2022, the regional office will conduct interface conference/seminar for administrative officers of the division office and secondary schools implementing unit on October 18-20, 2022, at La Union. The specific venue shall be announced later.
2. The following personnel are the participants of this conference.

Schools Division Office	Position
DOROTHY S. ASINGAL	Administrative Officer V
CATHERINE M. BADONG	Administrative Officer IV (HRMO)
LOVELYN P. MUKAY	Administrative Officer II (HRMO I)
WELDA LIEZL P. BUSLIG	Administrative Officer IV (Records Officer)
Secondary Schools Implementing Units	
ATTY. EMMANUEL GARVIDA	Administrative Officer IV (KNHS)
JAMINE EARL PAULINE C. BATAY-AN	Administrative Officer II (TCNHS)
FERNANDEZ DUMALAN	Administrative Assistant III (Tuga NHS)

3. Arrival and registration of the participants shall start at 5:00 PM of October 17, 2022. First meal will be dinner of October 17, 2022, and last meal will be PM Snacks of October 20, 2022.
4. Transportation and other incidental expenses shall be charged against local funds subject to usual accounting and auditing rules and procedure.





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5. For queries please contact Mrs. Dorothy S. Asingal, Administrative Officer V through this Email tabukcity.admin@deped.gov.ph.
6. Immediate dissemination of this memorandum to all concerned is desired.


IRENE S. ANGWAY PhD, CESO VI
Schools Division Superintendent

Admin/ATM/Div.Memo/
Interface/9/07/2022

