



Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION IV-A CALABARZON



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MEMORANDUM

TO : ALL SCHOOLS DIVISION SUPERINTENDENTS (SDSs)

FROM : DIOSDADO M. SAN ANTONIO
Director IV

SUBJ : ATTENDANCE IN THE NATIONAL MANAGEMENT COMMITTEE MEETING
(MANCOM)

DATE : 07 November 2014

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In connection with the National Management Committee Meeting (MANCOM) to be hosted by Region IV-A CALABARZON on Monday, November 17, 2014 at Tanza Oasis Hotel and Resort, KM 41 A. Soriano Highway, Barangay Capipisa East, Tanza, Cavite, please be informed that all SDSs are invited to attend but will act as **OBSERVERS** only.

You are thus requested to pay **ONE THOUSAND TWO HUNDRED PESOS ONLY (P1,200.00)** to defray the expenses for meals and the tokens to be shared with the members of the MANCOM, chargeable against local funds, subject to the accounting and auditing rules and regulations.

Your cooperation is highly enjoined.

Received: Joseph
11-10-14
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