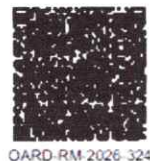


Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



12 May 2026

Regional Memorandum

NOTICE OF SPECIAL MEETING

To: **Assistant Regional Director
Schools Division Superintendents
Assistant Schools Division Superintendents
Functional Division Chiefs**

1. The Department of Education Region 4A CALABARZON will conduct a Special Meeting on May 15, 2026 at 1:00pm at Gov. Felicisimo San Luis National High School (inside the Laguna Sports Complex). The meeting will be followed by a parade rehearsal of participants who will join in the opening program during the 2026 Palarong Pambansa.
2. Participants in the meeting are the Assistant Regional Director, Schools Division Superintendents, Assistant Schools Division Superintendents, and Regional Office (RO) Functional Division Chiefs.
3. Everyone is enjoined to wear comfortable attire.
4. Lunch will be served.
5. Travel and other incidental expenses relative to this activity shall be charged against local funds and other available funds, subject to usual accounting and auditing rules and regulations.
6. This notice serves as authority to travel.
7. Strict compliance with this Memorandum is desired.


CARLITO D. ROCAFORT
Director IV

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