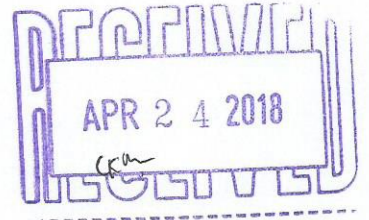




Republic of the Philippines

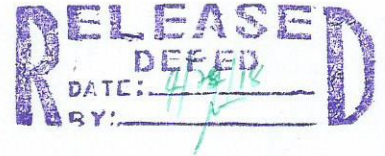


SCHOOLS DIVISION OFFICE
DAGUPAN CITY



DIVISION MEMORANDUM

No. 106, s. 2018



To: **All Public Schools District Supervisors
School Principals/Heads of Public Schools**

From: 
LORNA G. BUGAYONG, CESO VI
Schools Division Superintendent

Date: **April 24, 2018**

Subject: **SCHOOL PRINCIPALS TO REPORT TO DIVISION OFFICE**

This is to inform all School Principals/Heads that you are required to report to the Schools Division Office for your **time in and time out, starting tomorrow, April 25, 2018** (Wednesday) until June 1, 2018.

Time In shall be on or before 8:00 AM

Time Out shall not be earlier than 5:00 PM

A logbook for School Principals/Heads will be provided at the lobby area.

This memorandum is issued for the information, guidance and compliance of all concerned.