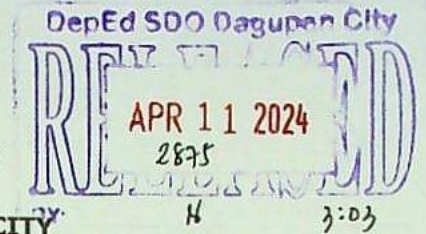




Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OFFICE DAGUPAN CITY



Office of the Schools Division
Superintendent

Division Memorandum
No. 148, 2024

To: **Assistant Schools Division Superintendent
Chiefs of Divisions (CID/SGOD)
Education Program Supervisors
Public Schools District Supervisors
School Heads**

From: **DR. ROWENA C. BANZON, CESO V**
Schools Division Superintendent

Date: **April 11, 2024**

Subject: **COMMITTEE MEETING CUM PLANNING-R1AA 2024**

1. This Office will conduct a Committee Meeting Cum Planning for the Billeting and Food/Kitchen/Transportation Committees on Friday, April 12, 2024 at 8:00 a.m., Conference Hall, 4th Floor, Admin. Bldg., Division Office.

2. The agenda will be as follows:

- a. Final plan/layout of the billeting (room assignments/events, etc.);
- b. Distribution of room occupants;
- c. Layout of Kitchen and mess area/hall.
- d. Layout/design for Frontage, activity area, etc.
- e. List of Materials needed-to be purchased/procured or to bring;
- f. Menu for the whole duration;
- g. Others

3. The participants to this meeting are the ff:

- ✓ DR. ALFRED GONZALES - CID
- ✓ DR. PERFETUA BARONGAN - CID
- ✓ DR. WILLY GUIEB - DCNHS
- ✓ MR. RENATO BENITEZ - CARAEL ES
- ✓ DR. JIMMY CANCINO - MTES
- ✓ MR. RONEL SALAZAR - LOMBOY ES
- ✓ MR. FIDEL TULIAO - WCES 2
- ✓ MRS. ALMA FERNANDEZ - CARAEL ES
- ✓ MR. BERNARD ABRIGO - PUGARO IS
- ✓ DR. AGAPE NABUA - NCES
- ✓ MR. MCKELLY MANAOIS - FNCIS

4. For immediate dissemination and compliance.



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