



Republic of the Philippines  
**Department of Education**  
REGION V - BICOL  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**



MEMORANDUM

TO : Division Executive Committee (DexeCom) Members

FROM: **SUSAN S. COLLANO**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent

SUBJECT: **SPECIAL MEETING**

DATE : September 20, 2021

1. Please be informed of a special virtual meeting on September 20, 2021, at 1:30 p.m. to discuss some important activities and concerns relative to the conduct of the culminating activity of the National Teachers' Month celebration, PRIME-HRM, Quality Management System (QMS) workshop and the entrance conference of the Commission on Audit. Other concerns in your respective offices that need to be discussed and disseminated may also be taken up.
2. The ICTU is requested to provide a link for the participants.
3. 100% attendance of all concerned is expected.

