



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
Schools Division of Cebu City

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**Office of the Schools Division Superintendent**

NOV 03 2022

INTER-OFFICE MEMORANDUM  
OSDS-IM-2022 151

TO : **ADMINISTRATIVE OFFICE**  
**ACCOUNTING OFFICE**  
**BUDGET OFFICE**  
**CASHIER SECTION**  
**RECORDS SECTION**  
**HRMU**  
**PSU**  
**ICT OFFICE**  
**SUPPLY UNIT**  
**LEGAL UNIT**

FROM : *[Signature]*  
**Dr. Rhea Mar A. Angtud, EdD**  
Schools Division Superintendent

SUBJECT : **NOTICE OF MEETING**

DATE : November 02, 2022

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1. For information and guidance of all concerned notice of meeting is called on November 07, 2022 at 9:00 am to 12:00 noon at the Administrative Office to discuss the following:
  - Target Setting CY 2023
  - Team Strengthening
  - December 2 – 3, 2023
2. Snacks (AM and PM) and lunch shall be provided chargeable against Division MOOE subject to the usual accounting and auditing rules and regulations.
3. For Immediate dissemination and compliance.

RMAA/TA/aipa



Address: New Imus Ave., Barangay Day-as, Cebu City  
Telephone Nos.: 2551516