



MEMORANDUM

TO : OIC – Asst. School Division Superintendent
OIC – Chief Curriculum and Implementation Division
Public Schools District Supervisors
Secondary and Senior High School Principal/School Heads/TIC/OIC
English Department Chairmen Concerned
All Others Concerned

FROM : *for* *signature*
DR. ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

SUBJECT : **MINUTE – TAKERS DURING THE ISO INTERNAL MOCK AUDIT**

Date : May 30, 2018

Please be informed that the following English Department Chairmen are assigned as minute – takers during the Division ISO Mock Audit to be held in the different division offices on Thursday May 31, 2018 from 8:00 to 4:00 PM.

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|------------------------|---|----------------|
| 1. Samson V. Edillo | - | San Isidro NHS |
| 2. Rodney Allan Gianan | - | Mambugan NHS |
| 3. Jeanette Maalindog | - | San Roque NHS |
| 4. Janice Maravilla | - | Mayamot NHS |
| 5. Lorinne Garcia | - | Dalig NHS |
| 6. Lourdes Velchez | - | Dela Paz NHS |

For your information and compliance.