




MEMORANDUM

TO : OIC – Assistant Schools Division Superintendent
OIC-Chief, CID
Education Program Supervisor in MAPEH/Sports
Public Schools District Supervisors
Public and Private Elementary Secondary School Heads/Administrators
All Unit Chairmen and Coordinators
All Others Concerned

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

SUBJECT : **SUBMISSION OF FINAL UNIT MASTERLIST**

DATE : September 11, 2018

This is to reiterate **Division Memorandum No. 52, s. 2018** entitled **Guidelines for Division Sports Competition and Calendar of Activities** that the submission of the **Final Masterlist** for the City Meet is on **September 10, 2018**.

All Unit Chairmen are requested to submit the Final Unit Masterlist tomorrow, **September 12, 2018** through the email address anselmo.celeste@deped.gov.ph or PM @ Ansel Celeste Jr. via messenger. All units who will fail to submit on that day will not be included in Budget Proposal for the City Meet.

For your information and compliance.