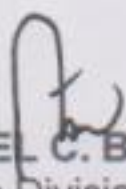




## MEMORANDUM

**TO :** Accountant III  
Admin. Officer V-Budget Officer III  
All Administrative Assistant III (Elementary and Secondary Non-IUs)

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

**SUBJECT :** **MEETING OF ALL ADMINISTRATIVE ASSISTANT III (ELEMENTARY AND SECONDARY NON-IMPLEMENTING UNITS) FOR THE CONDUCT OF DIVISION SEMINAR-WORKSHOP ON FY 2020 BUDGET PREPARATION**

**DATE :** February 15, 2019

Relative to the forthcoming Division Seminar-Workshop on FY 2020 Budget Preparation, there will be a meeting of all Administrative Assistant III (Elementary and Secondary Non-IUs) on February 18, 2019, DepEd Antipolo City-Accounting Office located at C. Lawis Ext., Brgy. San Isidro, Antipolo City (Old Division Office Building) at 1 o'clock in the afternoon.

Attendance is a must.

Immediate and wide dissemination of this Memorandum is desired.

UM No. 82 s 2019  
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