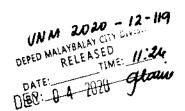


Republic of the Philippines

Department of Education

REGION X- NORTHERN MINDANAO DIVISION OF MALAYBALAY CITY



UNNUMBERED MEMORANDUM

TO

Assistant Schools Division Superintendent

Chief Education Supervisors – SGOD and CID Public Elementary and Secondary School Head

All Others Concerned

FROM

VICTORIA V. GAZO 🗞

4 Schools Division Superintendent

DATE

December 4, 2020

SUBJECT:

VIRTUAL STAKEHOLDERS CONVERGENCE AND APPRECIATION

COMMITTEE COORDINATION MEETING

Relative to the conduct of the Virtual Stakeholders Convergence and Appreciation on December 9, 2020, the Office informs the working committee Chairman and members to attend the committee coordination meeting on **December 7, 2020, 1:00 pm at the new SGOD Office**, Casisang, Malaybalay City.

Committee	In-charge	Function
Invitation, Communication and Awards	Chair: Marsfifth M. Mamawag Members: School BE/SPFPs Coordinators	Prepare and facilitate the virtual invitations and awards
Programs and Certificates	Chair: Rio G. Arbutante Co-Chair: Ginalyn M. Bandao	Manage the flow of the virtual event and the certificates of the awardees
Decoration and Arrangement	Chair:Edelina M. Ebora Co-Chair:Mary Gladys J. Dublas	Facilitate the event ambiance and set-up of the event
Technical (Light, Sound,	Chair: Jimdandy S. Lucine	Prepare and facilitate the
Livestream)	Co-Chair:Paterno T. Padua Jr. Jade C. Cabanelez	technicalities of the virtual event

Queries relative to this can be relayed to Marsfifth M. Mamawag, SEPS- Social Mobilization and Networking at 09178803864 or Rio G. Arbutante, EPS II at 09178456602.

TO BE POSTED IN THE WEBSITE



Purok 6, Casisang, Malaybalay City Telefax (088) 314-0094 Email: Malaybalay.city@deped.gov.ph