



Republic of the Philippines  
**Department of Education**  
 REGION X- NORTHERN MINDANAO  
 Division of Malaybalay City

DM 2021-09-506  
 DIVISION OF MALAYBALAY CITY  
 RELEASED  
 DATE: 21/09/2021 TIME: 9:55  
 BY: \_\_\_\_\_

**DIVISION MEMORANDUM**

No. 506, s. 2021

To: Assistant Schools Division Superintendent  
 Chief Education Supervisors, CID and SGOD  
 All Others Concerned

From: *V* VICTORIA V. GAZO PhD, CESO V  
 Schools Division Superintendent

Date: September 20, 2021

Subject: **SCHOOL HEADS EMERGENCY MEETING**

1. To uplift the Division's performance in access of basic education services, school heads are directed to attend an emergency meeting regarding updates on enrollment on September 20, 2021, 2:00-3:00 P.M. via google meet through the link: [meet.google.com/trp-chop-tfw](https://meet.google.com/trp-chop-tfw).
2. Enclosed is the matrix of the activity. Queries relative to this can be relayed to RIA K. ALCUIZAR, Senior Education Program Specialist – Planning and Research at *09271501978*.

Enclosure:  
 As stated

Copy furnished:  
 Records Unit  
 Planning and Research



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**SCHOOL HEADS EMERGENCY MEETING  
MATRIX OF THE ACTIVITY**

2:00 -4:00 P.M	Preliminaries	Multimedia
	Welcome Remarks	Lorenzo O. Capacio SGOD Chief ES
	Message	Victoria V. Gazo Schools Division Superintendent
	Presentation on updates of enrollment	Novem A. Sescon Planning Officer III
	Open Forum	



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