

-LATA NA PIN-
Republic of the Philippines
Department of Education
DIVISION OF MISAMIS ORIENTAL

UNNUMBERED MEMORANDUM

TO : ALL DIVISION OFFICE PERSONNEL

FROM : *for: [Signature]*
RANDOLPH B. TORTOLA
Schools Division Superintendent

SUBJECT: Monthly Mass Sponsorship

DATE : January 21, 2019

1. You are hereby informed of a monthly mass celebration to be conducted in this Office. There shall be a section assigned monthly to sponsor the mass as hereunder stated.

Schedule/Assignment

January	04 (Friday)	- Curriculum & Implementation Division
February	14 (Thursday)	- Medical/Dental Section
March	01 (Friday)	- Administrative/Payroll Section
April	05 (Friday)	- Supply/Records/ Planning/ Engineering Sections
May	03 (Friday)	- SDS/ASDS/ Cashiering Sections
June	07 (Friday)	- Accounting/Budgeting Sections
July	05 (Friday)	- SGOD
August	02 (Friday)	- Medical/Dental Section
September	06 (Friday)	- CID
October	28 (Monday)	- SDS/ASDS/ Cashiering Sections
November	08 (Friday)	- Accounting /Budgeting Sections
December	06 (Friday)	- SGOD

2. For your information and guidance.

RBT/sgod/tuason