



Republic of the Philippines
Department of Education
REGION IV-A (CALABARZON)
SCHOOLS DIVISION OF LUCENA CITY

04 January 2024

OFFICE MEMORANDUM
SGO-2024-003

NOTICE OF MANAGEMENT MEETING

To: Chief Education Supervisors – SGOD
All SGOD Personnel
All Others Concerned

1. What: SGOD Planning Meeting

AGENDA:

- SGOD QMS
- Submission of HR documents
- Other Issues and Concerns

2. When: January 5, 2024 (9:00 am)

3. Where: LCTECC 2nd Floor


SUSAN DL. ORIBIANA, CESO V
Schools Division Superintendent

OM/krb