Republic of the Philippines

Department of Education

Region VII, Central Visayas

DIVISION OF CEBU PROVINCE

**LILO-AN NATIONAL HIGH SCHOOL**

Poblacion, Lilo-an, Cebu 6002

June 28, 2017

**SCHOOL MEMORANDUM**

**No. 18, s. 2017**

**EMERGENCY MEETING**

**TO**: **1.) MS. HAZEL D. DELA TORRE - 1st Shift School Coordinator**

 **2.) MS. SUCHEN C. URACA - 2nd Shift School Coordinator**

 **3.) MS. ANNA MARIE B. ADAME - SSG Coordinator**

 **4.) MR. ROEL M. MASONG - Sound System Coordinator**

 **5.) Miss JANETTE ROBLE - Documentation Coordinator**

 **6.) MS. SHEILA P. GARBO - Ways and Means Coordinator**

 **7.) MS. CHONA AYA-AY - School Canteen Manager**

1. As per Division Memorandum No. 391, s. 2017, our school will host the **DsMEA** on July 5, 2017 at 8:00 in the morning at the 4th Floor of SHS Building.
2. In that connection, you are expected to be in the Administration’s Office for a short conference @ **11:30 AM**, **June 29, 2017**.
3. Immediate dissemination and compliance with this Memorandum is appreciated.

**CARMELITO M. LAURON, SR.**

 Assistant School Principal II

 Officer In-Charge