



Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF DIGOS CITY**  
Digos City




**DIVISION MEMORANDUM**  
No. 1118, s. 2018


November 15, 2018

**Coordination Meeting of Regional and Division Supply Officers and Accountants**

To: JAKE LLOYD S. VENCIO – Administrative Assistant III  
MARCELINO E. RANOLLO, JR. – Administrative Officer IV - Supply

1. In the exigency of the service, you are hereby directed to attend the *Coordination Meeting of Regional and Division Supply Officers and Accountants*.
2. This activity will be held on November 15-16, 2018 at Waling-Waling Hall, Deped Region XI, Davao City
3. Transportation and expenses of the participants shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
4. Immediate dissemination of and compliance with this memorandum is desired.

  
WINNIE E. BATOON, Ed.D. 11/16  
Officer in Charge  
Office of the Schools Division Superintendent

DepEd Schools Division of Digos City  
RECORDS SECTION  
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References: DepEd Order  
To be indicated in the Perpetual Index under the following subjects:  
Property and Supply Management System  
Training

jake lloyd vencio: memorandum title  
15 November 2018