



Republic of the Philippines  
**Department of Education**

REGION I  
SCHOOLS DIVISION OF THE CITY OF BATAC

**DIVISION MEMORANDUM**

No. 013 s. 2025

08 JAN 2025

**NOTICE OF EMERGENCY MEETING FOR PUBLIC JUNIOR HIGH SCHOOL HEADS**

**To:** Assistant Schools Division Superintendent  
Chief Education Supervisors  
Public Junior High School Heads  
All Others Concerned

1. All public junior high school heads are hereby informed of an Emergency Meeting scheduled on January 9, 2025, at 9:00 a.m. at the Schools Division Office (SDO) Conference Hall.
2. The payroll for the National Learning Camp Assessment shall be finalized and matters concerning the assessment shall be discussed.
3. Your presence is highly required to ensure the timely completion of this task.
4. For information and guidance.

  
**ANSELMO R. ALUDINO**  
Schools Division Superintendent

Encl.: None  
Reference: None  
To be indicated in the Perpetual Index  
Under the following subjects:

ATTENDANCE MEETINGS

CID-AVJ/DM-Notice of Emergency Meeting  
5007/January 8, 2025



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