



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

MEMORANDUM

2023-12-01

From : Schools Division Superintendent

To : Assistant Schools Division Superintendent
Chiefs of Division, CID, and SGOD
Education Program Supervisors
Public Schools District Supervisors
All Others Concerned

Subject : **Sorting of ECT Documents**

Date : December 27, 2023

This Office informs all concerned that there will be a **Sorting of Documents of ECT beneficiaries** on **December 27, 2023**, 9:00 AM at SDO-Bataan Conference room. Relative to this, all districts are instructed to send their representative/s.

Expenses relative to the conduct of this activity shall be charged against the Division MOOE Fund subject to the usual accounting and auditing rules and regulations.

For your information and guidance.

CAROLINA S. VIOLETA, EdD, CESO VI
Schools Division Superintendent

SO3/PATS
12/27/2023