



Republic of the Philippines
Department of Education
National Capital Region
DIVISION OF CITY SCHOOLS
Quezon City, Metro Manila



September 24, 2012

MEMORANDUM:

TO : Assistant Schools Division Superintendent
Chief Administrative Officer
Division and District Supervisors
Heads of Units
All Employees
All Concerned


SUBJECT : Sponsors to the 8th Novena Mass on October 10, 2012
at 12:00 noon

In view of the annual visit of Our Lady of the Most Holy Rosary of La Naval to City Hall, the following Sections are sponsors to the 8th Novena Mass on October 10, 2012 at 12:00 noon which will be held at Q.C. Hall.

Division Supervisors	- Novena Mass
Records Section	- Candle
Administrative Division	- Mass Wine
Personnel Section	- Flowers
Medical / Dental Section	- Flowers and Petals for the arrival and departure rites

Your participation in the festivities is enjoined.

Immediate and wide dissemination of this Memorandum is desired.


CORAZON C. RUBIO, CESO VI
Schools Division Superintendent