



Republic of the Philippines
Department of Education
National Capital Region
DIVISION OF CITY SCHOOLS
City of Mandaluyong

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December 4, 2014

DIVISION MEMORANDUM

RUSH!

*pls. inform parents
on the shortening of
afternoon classes.*

TO : OIC, Chiefs Education Supervisors
Education/District Supervisors
Principals and Teachers, Public Elementary and Secondary Schools

SUBJECT: RELEASE OF ALLOWANCE

The field is hereby informed on the **release of allowance for all teachers and teaching-related personnel tomorrow, 5 December, 2014, 4:00 PM** at the **Mandaluyong Elementary School Gymnasium.**

Relative to this, morning teachers are advised to conduct classes as scheduled while afternoon teachers should shorten class period to enable them to get their allowance. Be punctual.

Prompt dissemination of this **Memorandum** is desired.

NERISSA L. LOSARIA, CESO VI
Officer-In-Charge
Office of the Schools Division Superintendent

