



Republic of the Philippines
Department of Education
 REGION III – CENTRAL LUZON
 SCHOOLS DIVISION OFFICE - SCIENCE CITY OF MUÑOZ

December 17, 2020

DIVISION MEMORANDUM

No. 234, s. 2020

To: Assistant Schools Division Superintendent
 SDO Chiefs and Functional Unit Heads
 Public Elementary and Secondary School Heads
 All Others Concerned

DISTRIBUTION OF CASH GIFT FROM THE OFFICE OF THE CITY MAYOR

1. Please be informed that the Christmas Cash Gift amounting to ₱1,000 for all Teaching and Non-Teaching Personnel of the Division of Science City of Muñoz from the Honorable City Mayor, Dr. Nestor L. Alvarez, shall be distributed on the following schedule:

Date	Time	Group	Venue
December 21, 2020	9:30 AM-10:15 AM	North Cluster	City Gymnasium
	10:15 AM-11:00AM	East Cluster	
	11:00 AM-11:45AM	West Cluster	
	11:45AM-12:30 PM	South Cluster	
	1:30 PM-2:15 PM	Integrated Schools	
	2:15 PM-3:00 PM	MNHS-Main JHS & SHS	
	3:00 PM-3:45 PM	MNHS-Annex	
	3:45 PM-5:00 PM	SDO Personnel	

2. Observance of the schedule, health and safety protocols by all DepEd Personnel is expected to have a systematic and organized distribution.
3. A copy of Community Tax Certificate and Identification Card shall be presented during the conduct of the said activity.
4. Immediate and wide dissemination of this Memorandum is earnestly desired.

DEP - ED
SCIENCE CITY OF MUÑOZ

RELEASED
DEC 18 2020

By: [Signature] 11:40

[Signature]
DANTE G. PARUNGAO, CESO VI
 Officer-In-Charge
 Office of the Schools Division Superintendent

