

UNNUMBERED MEMORANDUM

TO : Elementary and Secondary School Principals, Head Teachers,
Teacher-In-Charge, Officer-In-Charge

FROM : For: **MERTHEL M. EVARDOME, Ed.D**
Acting Assistant Schools Division Superintendent
OIC-Office of the SDS

By: *Doris D.J. Estalilla*
DORIS D.J. ESTALILLA
OIC- Office of the ASDS

SUBJECT : **Request of Needed Medals for SY 2014-2015 Recognition Program and Commencement Exercises**

DATE : February 17, 2015

In view of the upcoming recognition program and commencement exercises for S.Y. 2014-2015, kindly submit your request of needed medals.

Deadline of submission will be on or before February 20, 2015. Please follow the attached format and email your request to depedantipolosupply@yahoo.com.

Your request will be consolidated and forwarded to Antipolo City Government for appropriate action.

For your immediate compliance.

UM 91, s. 2014
@mpg

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FEB. 18, 2015
By: MLA

LIST OF NEEDED MEDALS FOR RECOGNITION AND GRADUATION

SY 2014-2015

School: _____

District: _____

	Gold	Silver	Bronze	Total
I. Elementary				
a. Commencement Exercise				
b. Recognition Program				
c. Preschool				
TOTAL				
II. Secondary				
a. Commencement Exercise				
b. Recognition				
TOTAL				

Requested by:

Principal/School Head