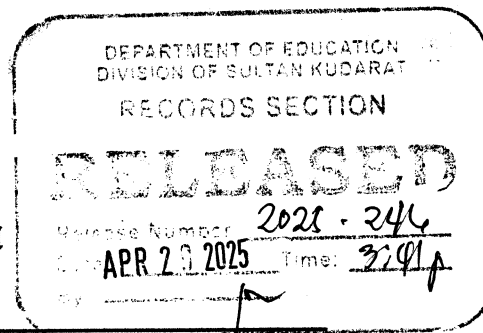




Republic of the Philippines
Department of Education
REGION XII
DIVISION OF SULTAN KUDARAT



Office Memorandum
OSDS No. 39 s. 2025

April 29, 2025

NOTICE OF MEETING

Date : April 29, 2025 (Tuesday)
Time : 3:00 p.m.
Venue : Kalimudan Hall, Kenram, Isulan, Sultan Kudarat
Attendees:

1. SDS
2. ASDS
3. Administrative Officer V
4. Personnel Section
5. System Developer

AGENDA:

1. Presentation of Plan for the Leave Administration System.
2. Other related issues and concerns.

Prepared by:

MELVIN P. FORTUNA
Administrative Officer V

Noted by:

MEILROSE B. PERALTA, EdD, CESE
Assistant Schools Division Superintendent

Approved by:

CRISPIN A. SOLIVEN JR., CESE
Schools Division Superintendent



Address: Kenram, Isulan, Sultan Kudarat
Telephone No.: (064) 471 1007
Website: <https://divisionsk.org>
Email: depedsk.r12@deped.gov.ph