



OFFICE MEMORANDUM

No. 224 s, 2016

To: DIVISION OFFICE PERSONNEL

From: *for: Farnazo*
 ALLAN G. FARNAZO, CESO IV
 Regional Director IV, Concurrent SDS

Subject: Observance of October as Month of the Holy Rosary

Date: September 28, 2016

- All Division Office Personnel are invited to pray the Rosary every day from 3:00 PM, in observance of October as month of the Holy Rosary. This will be conducted at the Conference Room, 2nd Floor, Division Office, El Salvador City.
- Below is the assignment of groups for the conduct of the aforementioned activity.

| SCHEDULE | GROUP ASSIGNED |
|--|-----------------------------|
| 1 st Week (October 3-7, 2016) | Admin and Frontline |
| 2 nd Week (October 10-14, 2016) | Finance with OSDS personnel |
| 3 rd Week (October 17-21, 2016) | SGOD with ALS |
| 4 th Week (October 24-31, 2016) | CID |

- For information, guidance and compliance.

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DIVISION OF EL SALVADOR CITY
 SEP 28 2016
Dianne Y. Sison
[Signature]