



Republic of the Philippines  
Department of Education  
Region IV-A CALABARZON  
Province of Quezon  
**CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS**  
Brgy. PotoI, Tayabas City



**DEPED-TAY-DM-SGOD-19- 209**

**TO : OIC-ASSISTANT SCHOOLS DIVISION SUPERINTENDENT  
CHIEF EDUCATION SUPERVISORS  
HEADS, PUBLIC ELEMENTARY AND SECONDARY SCHOOLS  
ALL OTHERS CONCERNED**

**FROM : CATHERINE P. TALAVERA, CESO VI**  
Schools Division Superintendent

**SUBJECT : SCHOOL HEADS MEETING**

**DATE : July 16, 2019**

1. In reference to DepEd Memorandum No. 187, s.2018 Pilot Implementation of School Inside a Garden (SIGA), this office announces a School Heads' meeting at SDO Tayabas, Conference Hall on July 26, 2019, 1:30p.m.
2. The objective of the meeting is to orient the participants on the guidelines of Eco-Friendly School and School Inside a Garden.
3. Travel and other related expenses shall be charged against local funds subject to the usual accounting and auditing rules and procedures.
4. Immediate dissemination of this memorandum is desired.

*We, the personnel of the City Schools Division of the City of Tayabas commit to continuously SOAR HIGH.  
S-atisfy customers' needs O-optimize the use of ICT enabled system A-dvocate the promotion of healthy schools R-ender timely and responsive services  
H-help create a child-friendly environment I-integrate QMS in all SDO activities G-overn a gender sensitive and safe workplace H-all quality standards*

Email: [tayabas.city@deped.gov.ph](mailto:tayabas.city@deped.gov.ph)  
Website: [deped.tayabas.gov.ph](http://deped.tayabas.gov.ph)

Tel. No.: (042) 797 - 0591  
Telefax No.: (042) 797-0054 or (042) 797-0773

