
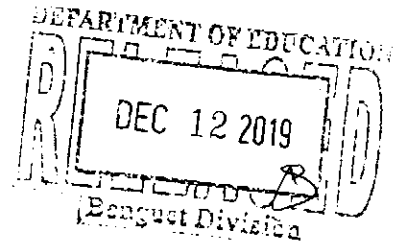
	<p>Republic of the Philippines Department of Education Cordillera Administrative Region SCHOOLS DIVISION OF BENGUET Wangal, La Trinidad, Benguet</p>		<p>Document Code: SDO—BENG-QF-QF-OSDS-SDS-003</p> <p>Revision: 00</p> <p>Effectivity date: 09-03-2018</p>
<p>OFFICE MEMORANDUM No. <u>411</u> s. 2019</p>		<p>Name of Office: OSDS</p>	

**TO: All SDO- Benguet Personnel
PSDS and District-in-Charge
All Others Concerned**

FROM: BENILDA M. DAYTACA, EdD, CESO VI
Assist. Schools Division Superintendent
OIC- Schools Division Superintendent



SUBJECT: PREPARATION FOR ISO EXTERNAL AUDIT

1. Relative to the conduct of ISO External Audit on December 16-17, 2019, all SDO personnel are required to make the necessary preparation.
2. The SDS will be reporting in the afternoon of Sunday, December 15, 2019 to sign all documents needed for the audit.
3. CTO will be granted to personnel who will be reporting on December 14 and 15, 2019 for the above purpose.
4. Immediate dissemination of and strict compliance with this memorandum is desired.