



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

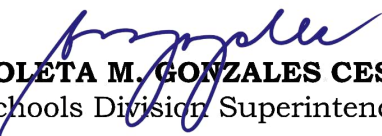
**Office of the Schools Division
Superintendent**

MEMORANDUM
No. 406, s. 2026

**AMENDMENT TO MEMO NO. 35, SERIES OF 2026,
DATED 17 AUGUST 2026**

To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public Elementary/Secondary School Heads/OICs
All Others Concerned

1. Attached is an email from the Central Records Office of the City Government of Muntinlupa, on the above-captioned title, dated September 1, 2026, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. Enclosed is the City Memorandum No. 37, for reference.
3. Immediate and wide dissemination of this Memorandum is desired.


VIOLETA M. GONZALES CESO VI
Schools Division Superintendent

Enclosure: As state
References: As stated
To be indicated in the Perpetual Index
under the following subjects:

EMPLOYEES

CTCC/ AMENDMENT TO MEMO NO. 35, SERIES OF 2026, DATED 17 AUGUST 2026
406 / 9/3/26



Republic of the Philippines
CITY GOVERNMENT OF MUNTINLUPA
OFFICE OF THE CITY ADMINISTRATOR



Memo

To : All Departments and Offices of the City Government
From : The City Administrator
Date : 01 September 2026
Subject : Amendment to Memo No. 35, Series of 2026,
Dated 17 August 2026

Because of an advisory issued by the Sangguniang Panlungsod (SP) only today, Memo No. 35, Series of 2026, dated 17 August 2026, on the schedule of Lead Offices for the Flag Ceremony for September 2026, is hereby amended, and the revised schedule shall be as follows, namely:

07 September 2026.....Sangguniang Panlungsod;
14 September 2026.....Office of the City Mayor;
21 September 2026.....Office of the City Market Administrator; and
28 September 2026.....Office of the City Attorney.

The change is due to the celebration of the Philippine Councilors League Week.

For the information, guidance and strict compliance of all concerned.


Engr. ALLAN A. CACHUELA

cf : Rozzano Rufino B. Biazon, City Mayor;
Atty. Raul Corro, Majority Floor Leader, SP

CENTRAL RECORDS OFFICE
RECEIVED
BY: ROAN MORALES
DATE: 9/1/26 TIME: 3:41

CGM-OP-OCA-01F4

OFFICE OF THE CITY ADMINISTRATOR
MEMORANDUM NO. <u># 37</u>
EXECUTIVE ORDER NO. _____
OFFICE ORDER NO. _____
MISSION ORDER NO. _____



SDO Muntinlupa <sdo.muntinlupa@gmail.com>

AMENDMENT TO MEMO NO. 35, SERIES OF 2026, DATED 17 AUGUST 2026

1 message

CENTRAL RECORDS OFFICE <recordsmgtooffice@gmail.com>
Bcc: sdo.muntinlupa@gmail.com

TO: ALL DEPARTMENTS AND OFFICES OF THE CITY GOVERNMENT

Dear Ma'am/Sir:

Greetings!

In line with the above subject matter, please see the file attached herewith.

Thank you.

KINDLY ACKNOWLEDGE RECEIPT OF THIS EMAIL.

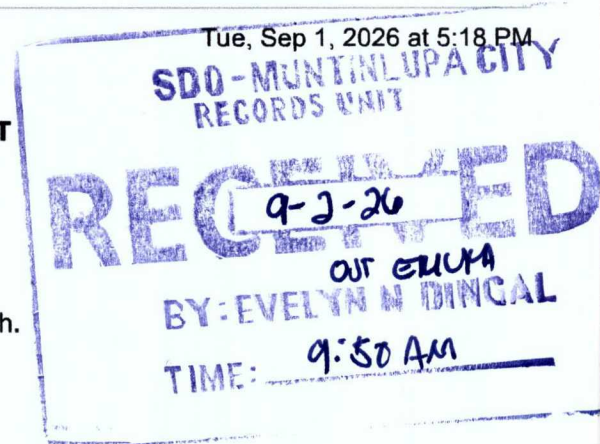
--

**ERICA SILPEDES**

RECORDS OFFICER

CENTRAL RECORDS OFFICE

(02) 8800-6487

recordsmgtooffice@gmail.com | records@muntinlupacity.gov.ph

Confidentiality notice: The contents of this email message and any attachments are intended solely for the addressee(s) and may contain confidential and/or privileged information and may be legally protected from disclosure. If you are not the intended recipient of this message or their agent or have been addressed to you in error, please immediately alert the sender by reply email and delete this message and any attachments. If you are not the intended recipient, you are hereby notified that any use, dissemination, copying, or storage of this message or its attachments is strictly prohibited.

**MM-2026-233_AMENDMENT TO MEMO NO. 35, SERIES OF 2026, DATED 17 AUGUST 2026.pdf**
455K

**AMENDMENT TO MEMO NO. 35, SERIES OF 2026, DATED 17 AUGUST 2026**

From CENTRAL RECORDS OFFICE <recordsmgtooffice@gmail.com>

Date Tue 9/1/2026 5:20 PM

📎 1 attachment (455 KB)

MM-2026-233_AMENDMENT TO MEMO NO. 35, SERIES OF 2026, DATED 17 AUGUST 2026.pdf;

TO: ALL DEPARTMENTS AND OFFICES OF THE CITY GOVERNMENT

Dear Ma'am/Sir:

Greetings!

In line with the above subject matter, please see the file attached herewith.

Thank you.

KINDLY ACKNOWLEDGE RECEIPT OF THIS EMAIL.

--



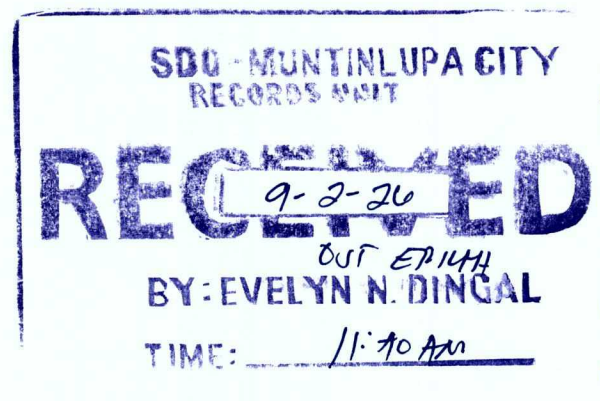
ERICA SILPEDES

RECORDS OFFICER

CENTRAL RECORDS OFFICE

(02) 8800-6487

recordsmgtooffice@gmail.com | records@muntinlupacity.gov.ph



Confidentiality notice: The contents of this email message and any attachments are intended solely for the addressee(s) and may contain confidential and/or privileged information and may be legally protected from disclosure. If you are not the intended recipient of this message or their agent or have been addressed to you in error, please immediately alert the sender by reply email and delete this message and any attachments. If you are not the intended recipient, you are hereby notified that any use, dissemination, copying, or storage of this message or its attachments is strictly prohibited.



Republic of the Philippines
CITY GOVERNMENT OF MUNTINLUPA
OFFICE OF THE CITY ADMINISTRATOR



Memo

To : All Departments and Offices of the City Government
From : The City Administrator
Date : 01 September 2026
Subject : Amendment to Memo No. 35, Series of 2026,
Dated 17 August 2026

Because of an advisory issued by the Sangguniang Panlungsod (SP) only today, Memo No. 35, Series of 2026, dated 17 August 2026, on the schedule of Lead Offices for the Flag Ceremony for September 2026, is hereby amended, and the revised schedule shall be as follows, namely:

07 September 2026.....Sangguniang Panlungsod;
14 September 2026.....Office of the City Mayor;
21 September 2026.....Office of the City Market Administrator; and
28 September 2026.....Office of the City Attorney.

The change is due to the celebration of the Philippine Councilors League Week.

For the information, guidance and strict compliance of all concerned.


Engr. ALLAN K. CACHUELA

cf : Rozzano Rufino B. Biazon, City Mayor;
Atty. Raul Corro, Majority Floor Leader, SP

CENTRAL RECORDS OFFICE
RECEIVED
BY: ROAN DORALES
DATE: 9/1/2026 TIME: 9:41

CGM-OP-OCA-01F4

OFFICE OF THE CITY ADMINISTRATOR
MEMORANDUM NO. <u># 37</u>
EXECUTIVE ORDER NO. _____
OFFICE ORDER NO. _____
MISSION ORDER NO. _____