



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region VII, Central Visayas  
**SCHOOLS DIVISION OF NEGROS ORIENTAL**  
www.depednegor.net

**MEMORANDUM**

TO : **DR. ELISA L. BAGUIO, PSDS**, Bacong District  
**MRS. MARIA MELBA T. REAL**, Bacong District  
**MRS. CENIE M. DIZON**, Bacong District  
**MRS. BONIFACIA B. ELUMBA**, Bacong District  
**MR. JUANITO L. SARDAN**, Bacong District  
**MR. JESUSIMO A. INOFERIO**, Bacong District  
**MRS. MARILOU T. SARTE**, Bacong District  
**MRS. PEREGRINA D. BUENAVISTA**, Bacong District  
**MRS. OPHELIA JOY B. VILLEGAS**, Bacong District  
**MRS. TEODY F. TALE**, Bacong District  
**MR. GILBERT BALIOLA**, Bacong District

FROM : **WILFREDA D. BONGALOS, Ph.D. CESO V**  
Schools Division Superintendent *W. Bongalos*  
9/3/19

SUBJECT : **DECORATION PREPARATION FOR THE EDUCATION SUMMIT 2019**

DATE : **September 3, 2019**

In preparation for the Education Summit 2019, you are hereby requested to assist in the crafting of cloth and paper designs on September 4-5, 2019.

Anent this, you are to report at the Bacong District Office on September 4, 2019 to craft the designs and at the Negros Oriental Convention Center on September 5, 2019 to set up the stage decorations.

Travelling and other incidental expenses relative to the activity shall be charged against MOOE/local funds subject to the usual accounting and auditing rules and regulations.

For information and compliance.

Tel. Nos. (035)225-2838 / 225-0667/422-7644 (Division Supl's Office); (035) 225-1622 (CID); (035) 225-1623 (Legal Section); (035)225-6180 (SGOD); (035) 422-7643 (Cash Section); (035) 422-8511 (Planning Section); (035) 225-6987 (Record's Section); (035) 422-6283 (Admin. Section); (035) 422-0287 (Personnel Section); (035) 225-2376 (Guard/Medical/Dental Sections); (035) 225-7012 (Educ. Facilities Section); (035) 225-1640 & (035) 225-1640 (Acct. Budget Section); (035) 422-3921 (Supply Section)