



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
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DIVISION MEMORANDUM

No. 457 s, 2019

Date : July 29, 2019

**CONDUCT OF THE PRE-CONSTRUCTION CONFERENCE FOR THE REPAIR/
REHABILITATION OF THE DIVISION OFFICE BUILDING**

To : **Assistant Schools Division Superintendents
Chiefs, SGOD/ CID
Section Heads
EFS Personnel**

1. The Repair/ Rehabilitation of the Division Office Building will start soon, hence there is a need to conduct a Pre-construction conference with the contractor and the respective section heads in order to iron out implementation issues, especially that offices need to transfer during the execution of the works.
2. You are hereby required to attend the said conference on August 2, 2019; 8:30 AM (Friday) at the Division Office Conference Room.
3. For your guidance and strict compliance.

WILFREDA D. BONGALOS, Ph. D., CESO V
Schools Division Superintendent

11/29/19

30 JUL 2019