



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

To : Assistant Schools Division Superintendent  
CID and SGOD Chief Education Supervisors  
Division Education Program Supervisors  
Division Office Section/ Unit Heads  
Division Personnel Tracking System In Charge

From: **WILFREDA D. BONGALOS, Ph.D., CESO V**  
Schools Division Superintendent 1/21/19 /s

Subject: **IMPLEMENTATION OF THE NEGROS ORIENTAL DIVISION ONLINE TRACKING SYSTEM**

Date: January 18, 2019

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1. This office announces the official implementation of the **Negros Oriental Division Online Tracking System**.
2. In line with this, all Section/ Unit Heads are hereby directed to start implementing the aforementioned tracking system on January 21, 2019.
3. All Division Personnel In Charge of the Online Tracking System are hereby advised to coordinate with the ICT Unit for any technical support.
4. A **Tracking System Kiosk** will be installed in front of the Admin Office for the clientele's convenience of tracking down the submitted documents.
4. For strict compliance.