



MEMORANDUM

TO : **KARLA PANESA ANTONIO**, EPS II, SBM Coordinator

Through the District Supervisors:

JUANITO CUIZON, Malaiba HS, Canlaon City District 1
ARNULFA MARCIAL, Panubigan ES, Canlaon City 1
MERCEDES PAINANDOS, Masulog ES, Canlaon District 2
EVERSON DIVISION, Talostos ES, La Libertad District 1
JOANA ROSE POCONG, Agbobo ES, La Libertad District 2
GERVIE GARCES, Owacan ES, Jimalalud District
CLIFFORD CALIJAN, Mabigo ES, Tayasan District 2
ROMELA ARANAS, Tambo ES, Ayungon District 1
ANDREW VAILOCES, Naulaan ES, Bindoy District 1
LUZME ALCALA, Managba ES, Manjuyod District 1
NADINE BALDOZA, New Namangka ES, Mabinay District 3
HERMINIA BROCE, Nawacat ES, Siaton District 2
EUGEM GALAPATI, Managobsob ES, Siaton District 3
JIGER LINDAYAO, Talaptap ES, Siaton District 4

FROM : **SENEN P. PAULIN, CESO V**

Schools Division Superintendent

SUBJECT : **MEETING & BRIEFING FOR THE CONDUCT OF THE SPECIAL
HARDSHIP ALLOWANCE BASELINE SURVEY**

DATE : November 13, 2019

1. In view of the scheduled Special Hardship Allowance (SHA) Baseline Survey to be conducted in the identified schools in the province, you are hereby requested to attend a Meeting & Briefing for the Conduct of the SHA Baseline Survey on **November 18, 2019** at **8:30** in the morning at the Negros Oriental High School (NOHS) SBM Room.
2. Important matters regarding the schedule and survey logistics will be discussed.
3. Travelling and other incidental expenses relative to your attendance shall be charged against School MOOE/other local funds subject to the usual accounting and auditing rules and regulations.
4. This serves as **TRAVEL ORDER**.
5. For information and compliance.

14 NOV 2019