



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas

SCHOOLS DIVISION OF NEGROS ORIENTAL

www.depednegor.net

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12 JUL 2019

July 12, 2019

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MEMORANDUM

To:

Dr. Rolando Pacarro	Valencia District
Dr. Elisa Baguio	Bacong District
Mrs. Rose Leah Dagoy	Valencia District
Mrs. Melba Real	Bacong District

Members of the Committee

1. Please be informed that you are requested to facilitate the preparation and venue for the Orientation and Turn Over Ceremony of the E-Learning Resource Package for Teachers' English Proficiency on July 16, 2019 at the Division Conference Room.
2. Travel and other related expenses incurred shall be charged to the School MOOE/Local funds subject to the usual accounting rules and regulations.
3. This serves as **Travel Order**.
4. Full cooperation is highly requested in order to fulfill the objectives of this activities.

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

7/12/19