



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

SCHOOLS DIVISION OF NEGROS ORIENTAL
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#872

July 18, 2019

MEMORANDUM TO :

1. Remylin V. Gao-gao – ITO I, Division Office
2. Dae P. Habalo – SEPS, Division Office
3. Elmar G. Cabrera - Web Developer, ICT Unit
4. Nathaniel E. Lajot Jr. – Web Developer, ICT Unit
5. Deovenson I. Veracruz – Web Developer, ICT Unit
6. Jetril I. Labajo – Graphic Designer, ICT Unit
7. Alfredo L. Ticon Jr. – ICT Unit Division Office

019-2092
22 JUL 2019

(Thru the PSDS)

8. Ma. Lourdes E. Peronce – Teacher I, Santiago Delmo Mem. HS

ENHANCEMENT AND SOFTWARE TESTING OF THE RESEARCH TRACKING SYSTEM

1. You are hereby directed to attend the Enhancement and Software Testing of the Research Tracking System on July 25-27, 2019 at Hotel Palwa, Dumaguete City.
2. Expenses for meals and accommodation shall be charged against local funds (division) while transportation and other incidental expenses are chargeable against local funds / School MOOE. All expenses incurred relative to this activity are subject to the usual accounting rules and regulations.
3. Non-teaching personnel shall earn a one (1) day Compensatory Overtime Credit (COC) and teaching personnel are entitled to one (1) day service credit upon submission of duly accomplished DTR and accomplishment report for the services rendered on July 27-Saturday.
4. This serves as **Travel Order**.
5. For the information, guidance and strict compliance of all concerned.

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

7/22/19

Tel. Nos: (035)225-2838 / 225-6667/422-7644 (Division Supt's Office); (035) 225-1622 (CIO); (035) 225-1623 (Legal Section); (035)225-6180 (SGOD); (035) 422-7643 (Cash Section); (035) 422-9511 (Planning Section); (035) 225-8967 (Records Section); (035) 422-5263 (Admin. Section); (035) 422-0267 (Personnel Section); (035) 225-2376 (Guard/Medical/Dental Sections); (035) 225-7612 (Educ. Facilities Section); (035) 225-1640 & (035) 225-1840 (Acad. Records Section); (035) 422-3924 (Schools Division Office)