



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division OF NEGROS ORIENTAL

Office of the Schools Division
Superintendent

DIVISION MEMORANDUM

CID-2024- 0211

TO : **BERNADETH OQUENDO**
Thru
DR. ANDREA ENGLIS -PSDS, Sibulan 2

By Authority of the Schools Division Superintendent:

FROM : **CARMELITA A. ALCALA, EdD**
OIC-CID Chief
Office In-Charge

SUBJECT : **PLANNING CONFERENCE AND HOSTING SHS EXPO
AND DFOT**

DATE : **March 19, 2024**

1. Relative to **2024 SHS Expo and DFOT**, you are hereby requested to report to the Division Office on **March 21, 2024 at 1:00 o'clock in the afternoon** for the planning conference along with other members of the Host Team to brace for the 2024 SHS Expo and DFOT and to actually be part of the hosting of the said event on **March 25, 2024 at NOHS Gym in Dumaguete City**.

2. This memorandum serves as your **TRAVEL ORDER**.

3. Travelling and other incidental expenses relative to the conduct of the activity shall be charged against School MOOE subject to the usual rules and regulations.

4. Immediate and widest dissemination of this **MEMORANDUM** is desired.

NCO/KVAP-EQA/CID/CAA/jcc
March 19, 2024

13 MAR 2024



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