



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- 0041

To : (Through the Public Schools District Supervisors/District In-Charge/School Heads)

MS. ANTONIETA A. MERCED, School Head-Pulangbato SHS

MR. ROLAN C. EULLARAN, Teacher 3- Sibulan NHS, Balugo Extn, Sibulan 2

MS. MA. ANTONIETA Q. BACANG, MT-NOHS

From :  **NERI C. OJASTRO EdD, CESO V**
Schools Division Superintendent

Subject: **Preparation of the Activity Sheets, Certificates and Materials for the
Conduct of HOTS Roll-Out for English, Science and Math**

Date : January 15, 2024

1. Please be informed of your attendance on January 16, 2024, at 3:00 o'clock in the afternoon, at Schools Division Office, Division of Negros Oriental to prepare activity sheets, certificates and sort materials for the conduct of HOTS Roll-out for English, Science and Math.
2. Travelling and other incidental expenses shall be charged against School MOOE, subject to the usual government accounting and auditing rules and regulations.
3. The School Head of the concerned Master Teacher and Teacher is requested to issue **Authority to Travel**, ensuring as well that classes of the participants are attended.
4. For the School Head this memorandum serves as **Authority to Travel**.
5. For your information and guidance.

16 JAN 2024

NCO/JMA-MKP-NLR/CID/ELB/rad



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