



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Negros Oriental

**Office of the Schools
Division Superintendent**

DIVISION MEMORANDUM
SGOD-2024- 0300

To: Through the Public Schools District Supervisor / School Heads:

JUNE ARIEL GANTALAO- La Libertad 1
MARY JANE SAMSON- NOHS
CLINT NOBLEFRANCA- Ayungon 2
JASON BOHOL – Mabinay 2
REIGNUELLE SEDIAGO – Zamboanguita 1
JEROME RESO-OR - Amlan
DIANA NOTARTE – Bindoy 2

Division Personnel

DENNIS CHARL F. ANDALAJAO
TEOFAN C. GALLOSA

From: By the authority of the Schools Division Superintendent

LANI B. YURONG
Administrative Officer V
Office-in-Charge
4/24/24

Subject: Third Quarter MEA Core Team Planning Conference SY 2023-2024

Date: April 23, 2024

1. You are hereby requested to report to the division office on May 18, 2024 at 8 o'clock in the morning onwards for the 3rd Quarter MEA Core Team.
2. Meals, travelling and incidental expense will be charged to school MOOE subject to the usual accounting and auditing rules.

24 APR 2024



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
Telephone Nos.: (035) 225-2838 / 225-2376 / 422-7644



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negros.oriental@deped.gov.ph



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3. The school head is requested to issue an Authority to Travel to the enlisted teachers.
4. Teaching personnel are entitled to a one-day service credit, while, non-teaching personnel are allowed one-day compensatory overtime credit.
5. For your guidance and compliance.

NCO/EQA-RAV/REP/tcg
April 23, 2024



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