

T.O. Number 1028

Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region VII, Central Visayas  
**SCHOOLS DIVISION OF NEGROS ORIENTAL**  
Capitol Area, Dumaguete City

November 17, 2017

8-20 017 2660  
NOV 2017


**MEMORANDUM TO:**

Lydia D. Cacas	-	Budget Officer III
Genale June Ramirez	-	Bookkeeper (Amlan NHS)
Grace Bolongaita	-	Bookkeeper (Ayungon NHS)
Dionesia Cartagena	-	Bookkeeper (COS-Canlaon NHS)
Ruby Jean Estrellita Bidaure	-	Bookkeeper (Casiano Napigkit MNHS)
Melanie Alam	-	Bookkeeper (Dauin NHS)
Eric J. Retes	-	Bookkeeper (Demetrio Alviola NHS)
Jonalyn Mandap	-	Bookkeeper (Don Emilio J. Macias MHS)
Maria Chona Estrellanes	-	Bookkeeper (Jimalalud NHS)
Therese Claire Pesalbon	-	Bookkeeper (La Libertad TVS)
Cosme Bohol	-	Bookkeeper (Mabinay NHS)
Merline Dahil-Dahil	-	Bookkeeper (Manjuyod NHS)
Hilda Futralan	-	Bookkeeper (Ma. Macahig NHS)
Matrick Tangon	-	ADA- (NOHS)
Lilia Bantoto	-	Bookkeeper (Santiago Delmo MHS)
Maria Jina Tropa	-	Bookkeeper (Siaton NHS)
Marianita Diputado	-	Bookkeeper (Sibulan NHS)
Honeylyn Faburada	-	Bookkeeper (Tambo NHS)
Pacita Tilos	-	Bookkeeper (Valencia NHS)

You are hereby directed to attend a 1-day workshop on November 20, 2017 at DepEd, Neg. Or., Conference Room to finalize Agencies BED1 & BED3 in preparation for URS encoding on November 21, 2017.

The participants are required to bring their individual laptops, extension cords and portable Wi-Fi, if available.

Transportation and other allowable expenses shall be charged against MOOE funds subject to usual accounting rules and regulations.

  
SALUSTIANO P. JIMENEZ, CESO VI  
Assistant Regional Director  
Concurrent OIC-Office of the SDS 