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Republic of the Philippines
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
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(035) 225-2378 (ALS Sector); (035) 225-7012 (PFSED Section); (035) 225-1640 & (035) 225-6180 (Accounting Section); (035) 422-3921 (Supply Section)

November 7, 2017

NOV 7 2017 2536
DATED 7 NOV 2017
BY: [Signature]
RECORD SECTION

MEMORANDUM TO:

MS. MARICEL RASID
Librarian

This Division

Please be informed of your attendance to the Conference on Library Operations on November 13 to 14, 2017 at Ecotech Center, Sudlon, Lahug, Cebu City.

Expenses for meals and accommodation will be charged against Regional HRTD funds, while travelling and other incidental expenses will be charged against local/MOOE/Division funds, subject to the usual accounting and auditing rules and regulations.

Enclosed is Regional Memorandum No. 0840, s. 2017, for reference.

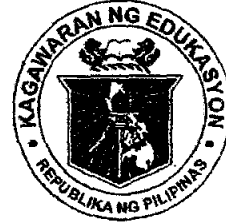
For your information, guidance and compliance.

[Signature]
SALUSTIANO T. JIMENEZ, LI.B., CESO VI
Schools Division Superintendent
OIC-Office of the Asst. Regional Director
[Signature]

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REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City




REGIONAL MEMORANDUM
NO. 0840, s. 2017

CONFERENCE ON LIBRARY OPERATIONS

NOV 07 2017

To: Schools Division Superintendents:

1. This Office through the Curriculum and Learning Management Division (CLMD) will conduct a Conference on Library Operations on November 13 to 14, 2017, at Ecotech Center, Sudlon Lahug, Cebu City.
2. The purpose of this conference is to provide regular update, monitoring, and work coordination concerning school library, library hub, and division library operation and management.
3. The participants of this activity are the Division Librarians.
4. The participants are required to:
 - a. bring a laptop and extension cord
 - b. submit the hard and soft copy of the Q3 accomplishment report
5. First meal to be served by Ecotech will be breakfast of November 13, 2017 and last meal will be dinner of November 14, 2017. Expenses for meals and accommodation will be charged against Regional HRTD funds while travelling and other incidental expenses will be charged against local/MOOE/Division funds. All expenses incurred by the participants relative to the conference are subject to the usual government accounting and auditing rules and regulations.
6. This Memorandum serves as Travel Order.
7. Immediate dissemination of and compliance with this Memorandum is directed.


JULIETA A. JERUTA, Ph. D., CESO V
Director III
Officer-in-Charge

JAJ/FYA/EBEJ/jfr
CLMD '17

Office of the Director (ORDir), Tel. Nos.: (032) 231-1433; 231-1309; 414-7399; 414-7325; Office of the Assistant Director, Tel. No.: (032) 255-4542
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Finance Division, Tel. Nos.: (032) 256-2375; 253-8061; 414-7321

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