

Republic of the Philippines
DEPARTMENT OF EDUCATION
Negros Island Region

SCHOOLS DIVISION OF NEGROS ORIENTAL
Office of the School Governance and Operations Division

Capitol Area, Dumaguete City

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SGOD Office (035) 225 - 6180

MEMORANDUM TO:

GRACIA RODEL DELORIA—Zamboanguita District
ROLYN JANE CATANUS—Zamboanguita District

SUBJECT: COORDINATION MEETING & REHEARSAL
FOR 119TH INDEPENDENCE DAY

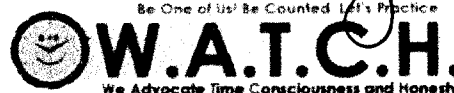
Date: June 5, 2017

1. In line with the 119th Independence Day celebration this coming **June 12, 2017**, you are hereby mandated to report to the **Division Office on June 7, 2017 at 3:00-5:00 PM** for the follow-up meeting and **June 8, 2017 at 7:30 AM- 9:30 AM** for the rehearsal of Arrival Honors, Wreath Laying and Program of the said activity.
2. As such, please coordinate with **Mrs. Jenith Corpis Cabajon, Special Events Division Coordinator**.
3. Service rendered during a holiday will entitle you to receive **SERVICE CREDITS**.
4. Travelling and other incidental expenses shall be charged to School MOOE subject to the usual accounting and auditing rules and regulations.
5. This **MEMORANDUM** serves as the **TRAVEL ORDER**.
6. Widest and immediate dissemination of this **MEMORANDUM** is desired.

For: [Signature]

SALUSTIANO T. JIMENEZ, CESO VI
OIC-Office of the Assistant Regional Director
Concurrent OIC, Schools Division Superintendent

STJ/rbp/jcc



06 JUN 2017