



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Negros Island Region

**SCHOOLS DIVISION OF NEGROS ORIENTAL**  
**Office of the School Governance and Operations Division**  
Capital Area, Dumaguete City

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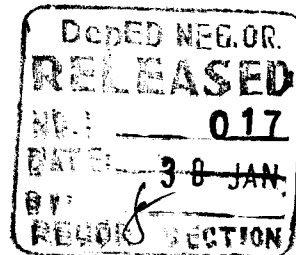
**TRAVEL ORDER**

No. 52 S. 2017

**TO:** : JESUCLES AMORES—Zamboanguita District  
ESTHER VILLARIN—Zamboanguita District  
ELMER CABRERA—Tayasan District

**SUBJECT:** WRITING, EDITING AND LAYING-OUT  
OF SMILE MONTHLY PUBLICATION

**DATE:** January 27, 2017



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2017

1. In preparation for the monthly publication of the **NIR SMILE Newsletter** this January, you are hereby mandated to report to the **Negros Island Regional Office on January 30-31, 2017 in Dumaguete City.**
2. Anent this, please be advised to bring your own laptop, USB/ external drive and an extension wire to facilitate the two-day undertaking.
3. Moreover, you are advised to closely coordinate with **Mrs. Jenith Corpis Cabajon, Division Information Officer.**
4. Accommodation and meals will be provided chargeable against NIR Funds while travelling and other incidental expenses will be shouldered by the School MOOE subject to the usual accounting and auditing rules and regulations.
5. For your guidance and compliance

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

STJ/rbp/jcc



Be One of Us! Be Counted. Let's Practice

We Advocate Time Consciousness and Honesty



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF EDUCATION  
**NEGROS ISLAND REGION**



**MEMORANDUM**

TO : **SCHOOLS DIVISION SUPERINTENDENTS of**  
**Negros Occidental**  
**Negros Oriental**  
**Dumaguete City**

FROM : **GILBERT SADSAD, Ph.D, CESO V**  
Director III  
OIC- Regional Director

SUBJECT : **WRITING, EDITING AND LAYOUTING OF SMILE MONTHLY PUBLICATION**

DATE : January 23, 2017

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In preparation for the publication and distribution of the January issue of our NIR SMILE Newsletter, may we request for the following personnel to report to the Negros Island Regional Office on January 30 – 31, 2017.

Anne Cuevas, Inocencio V. Ferrer School of Fisheries  
Kristine Bisagas, Juan Gequillana National HS  
Elmar Cabrera, Tayasan National HS  
Ester P. Villarin, Zamboanguita Science HS  
Jesuciel Amores, Zamboanguita Central ES  
Rhon Dibdib, West City Elementary School

The following personnel are also advised to bring the following:

1. Laptop
2. USB/External Drive
3. Extension wire

Accommodation and meals will be provided chargeable against NIR funds while transportation and other incidental expenses shall be charged against school MOOE/SEF and other local funds subject to the usual accounting and auditing rules and regulations.

For dissemination and compliance.

PAU/kcp