



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division OF NEGROS ORIENTAL

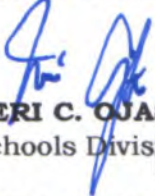
**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM

CID-2023- 874

To : MR. REYNALD C. DOTE, Teacher 2
Boloc-boloc ES, Sibulan District 2

Thru : Dr. Macrina Villaluz
Public School District Supervisor
Sibulan District 1

From : 
NERI C. OJASTRO EdD, CESE
Schools Division Superintendent

Subject: **BUILDING SYNERGY FOR A CUSTOMER DELIGHT SERVICE**

Date : November 17, 2023

1. Please be informed of your attendance as Team Building Facilitator during the conduct of the activity titled, "Building Synergy for a Customer Delight Service" on November 27, 2023 at the venue to be announce later.
2. Travel and other incidental expenses relative to the above activity shall be charged to School Funds/local funds while food and venue shall be charged to Division funds subject to the usual accounting and auditing rules and regulations.
3. Since November 27, 2023 is declared as non-working holiday per Proclamation No. 90 and Pursuant to RA 9492, you are entitled to one (1) day Service Credit in accordance to CSC and DBM Joint Circular No. 1 s, 2015.
4. This memorandum serves us **Travel Authority**.
5. For your information and guidance.

NCO/JMA-MKP-NUR/CID/caa

20 NOV 2023



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

 DepEd TAYO SDO Negros Oriental

 negros.oriental@deped.gov.ph

 www.depednegor.net