



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Assistant
Schools Division
Superintendent**

INTER-OFFICE MEMORANDUM
CID-IM-2023- 27

TO : **Chief, CID
CID Education Program Supervisors
Education Program Specialists for ALS
Program Development Officer, Librarian, & Staff**

FROM : **NERI C. OJASTRO, EdD, CESE**
Schools Division Superintendent

SUBJECT : **EXECUTIVE CONFERENCE AND INTERFACING OF DISTRICT
LEADERS AND DIVISION CID PROGRAM MANAGERS**

DATE : May 2, 2023

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1. This office informs you of your attendance for an **Executive Conference and Interfacing of District Leaders and Division CID Program Managers** at **8:00 o'clock in the morning** on **May 4-5, 2023**, in **Siaton Districts**.
 2. Each is requested to prepare a three-minute video presentation on updates of their concerned area and activities for the fourth quarter of the school year.
 3. Kindly send your presentations to Ms. Ching Tuin.
 4. Drop off school is at Maria Macahig National High School in Siaton District 4.
 5. Stringent health protocols like wearing facemask, social distancing, etc. shall be observed.
 6. Everyone is requested to come on time in our green polo shirt on the first day and purple on the second day.
 7. Travel and other incidental expenses related to the activity shall be charged against Division MOOE subject to the usual accounting rules and regulations.
 8. This serves as an **Authority to Travel**.
 9. For information and compliance.

SPP/ MKP-JMA-NLR/OASDS-R/ NLR



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