



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- 829

To : **MRS. ARLENE A. PEPITO** – Education Program Specialist (ALS)
DR. NORLITA B. NEMENZO - Education Program Specialist (ALS)

From : **NERI C. OJASTRO EdD, CESE**
Schools Division Superintendent
11/6/2023

Subject: **INSTRUCTIONAL SUPERVISION, MONITORING AND EVALUATION,
ASSESSMENT, AND CLASSROOM OBSERVATION (COT)**

Date : November 6, 2023

1. Please be informed of your activities on ALS Instructional Supervision, M&E, Assessment, and Classroom Observation (COT) on November 7-10, 2023 in your assigned districts (Aman, Valencia, and Sta. Catalina Districts 1-4 for Mrs. Arlene A. Pepito; and Bacong, Ayungon Districts 1-2, and Mabinay Districts 1-4 for Dr. Norlita B. Nemenzo).
2. All expenses to be incurred during the said activities shall be charged against ALS PSF subject to the usual government accounting and auditing rules and regulations.
3. This memorandum serves as your **Authority to travel**.
4. For your information and guidance.

NCO/JMA-MKP-NLR/CID/nab

07 NOV 2023



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