



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Negros Oriental

**Office of the Schools Division
Superintendent**

31 JUL 2023

DIVISION MEMORANDUM
No. 525, s. 2023

FINAL SCHEDULE OF THE LAUNCHING OF SCHOOL IMPROVEMENT PLAN (SIP)

To: Assistant Schools Division Superintendent
Chief, CID and SGOD
Public School District Supervisor
School Heads/Public and Private
All Others Concerned

1. This office informs the field that the final schedule of the launching of the School Improvement Plan (SIP) are as follows:

First Congressional District- Tayasan 1 and 2 (venue to be announced in the GC)
Second Congressional District- Negros Oriental High School (Gymnasium)
Third Congressional District- Dauin District (Dauin Central School Gymnasium)

2. The participants of the launching include all the School Heads, all the PSDS, district PTA Federated President, Municipal Mayors, and the Division Appraisal Team. Travelling expenses of School Heads/Division Appraisal Team/PSDS shall be charged to School/Division MOOE Respectively. A registration of 655 pesos shall be charged to school heads MOOE to cover one morning snacks and lunch.
3. PSDS of host districts like Tayasan 1 and 2, NOHS, and Dauin together with their working and decoration committee (in which they will identify), Division Appraisal Team, Division Technical Working Group will convene on August 2, 2023 at the SGOD office. Travelling expenses shall be charged to school MOOE.
4. Participants are expected to be in the venue of the launching at exactly 7:30 for the registration and attendance. The program will start at exactly 8:30 in the morning.



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5. School Heads must wear their School Uniform during the launching while PSDS and Division Personnel will wear their Division Uniform.
6. This memorandum will serve as travel authority to all the School Heads.
7. Immediate dissemination of and compliance with this memorandum to all concerned is desired.

By Authority of the Schools Division Superintendent:


LANI B. YURONG
Administrative Officer V
Office-in-Charge
7/21/23

NCO/-JMA-MKP-NLR/RBP/ktc
July 31, 2023



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