



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

**Office of the Schools Division  
 Superintendent**

DIVISION MEMORANDUM  
 No. 536, s. 2023

**SCHEDULE OF DIVISION CHECKING OF FORMS**

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 on the schedule of Division Checking of Forms.

Name of Congressional District	Date	In-Charge
First Congressional District	August 2, 2023	Chairman: Dr. Karl T. Credo Members: Mrs. Dae P. Habalo Mr. Severo Caro District Focal for Planning Other selected CID and SGOD Personnel
Second Congressional District	August 3, 2023	
Third Congressional	August 4, 2023	

2. The district checking will be done in the district office and shall bring their school forms for validation.
3. This serves as travel authority to the validators. Travelling expenses and meals shall be charged to Division MOOE.
4. 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

*(Handwritten signature)*  
 7/31/23

NCO/-JMA-MKP-NLR/RBP/ktc



**Address:** Kagawasan Avenue, Capitol Area, Daro, Dumaguete City  
**Telephone Nos.:** (035)225-2838 / 225-2376 / 422-7644  
**Email Address:** negros.oriental@deped.gov.ph

31 JUL 2023