



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

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**Office of the Schools  
Division Superintendent**

DIVISION MEMORANDUM

No. **68**, s. 2023

**SCHEDULE OF RELEASE OF 4-LAYER STEEL CABINETS**

To: Assistant Schools Division Superintendent  
Chiefs, CID and SGOD  
Education Program Supervisors  
Senior Education Program Specialists/Education Program Specialists  
Public District Supervisors/District-In-Charge  
Public Elementary Heads  
All Others Concerned

1. This Office through the School Health Section and Supply Unit hereby informs all Public Schools District Supervisors (PSDSs)/District-In-Charge to pick up the 4-layer steel cabinet which will be used to store School-Based Feeding Program related documents in the District Offices on **February 1-3, 2023**.
2. **All PSDSs/District-In-Charge** are hereby directed to instruct the **District Property Custodian** to pick up the cabinets on the scheduled dates.
3. Widest dissemination of and compliance with this Memorandum are desired.

By the Authority of the Schools Division Superintendent:

**MARCELO K. PALISPIS Edd, JD**  
OIC – Assistant Schools Division Superintendent  
Office-In-Charge

SPP/NLR-JMA-MKP/SGOD/KRP/KLBC/finosqueda  
January 31, 2023



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