



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

Office of the Schools Division Superintendent

MEMORANDUM
MLA-2023 - 175

TO : **DR. NILITA L. RAGAY, OIC-ASDS/Chief-CID**
DR. EMELYN D. BOLONGAITA, PSDS-Tayasan District 1

Thru: The PSDS

DR. SUSANA S. AUSTERO – Principal, Zamboanguita CES
MS. ROSA LEAH E. DAGOY – Principal, Valencia Central Elem. School
MS. ELVIRA C. DIONES– Principal, Sibulan Central Elem. School
MS. LADY ELGIN B. ABUNDO – Principal, Sotero A. Singco MES

FROM : 
SENEN PRISCILLO P. PAULIN, CESO V
Schools Division Superintendent

SUBJECT : **PRE-TRAINING CONFERENCE**
3/15/23

DATE : **March 15, 2023**

1. This office informs you of your attendance to the **Pre-Training Conference at 1:00 o'clock in the afternoon on March 20, 2023 in the CID Office, relative to the conduct of the two-day live-out training on March 23-24, 2023**
2. PSDSs are requested to issue an Authority to Travel to the above School Heads while for the division-based personnel, this memorandum serves as an Authority to Travel.
3. Travel and other incidental expenses are chargeable against Division/School MOOE/local funds, subject to the usual accounting and auditing rules and regulations.
4. For your compliance and guidance.

SPPP/MKP-JMA-NLR/CID-NLR/ching



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