



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- 222

TO: . **Through the PSDS-**

**Mrs. Delia A. Alanano  
Mrs. Rhodaine Dizon  
Dr. Heide Petras**

<b>Mrs. Gemma Estrella</b>	<b>Siaton 2</b>
<b>Mr. Christopher Kinkito</b>	<b>Siaton 2</b>
<b>Mr. Bb Boy Graciano Ramirez</b>	<b>Siaton 3</b>
<b>Mr. Romnick Pajaron</b>	<b>Siaton 2</b>
<b>Mr. Joel Samson</b>	<b>Siaton 2</b>
<b>Mr. Roger Namol</b>	<b>Siaton 4</b>
<b>Mr. Edwin Ege</b>	<b>Siaton 3</b>
<b>Mr. Gino Aliviado</b>	<b>Siaton 3</b>
<b>Mrs. Emilie Laguardia</b>	<b>Siaton 4</b>

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

SUBJECT: **THREE-DAY INFORMATIVE BOARD PREPARATION**

DATE: **MARCH 29, 2023**

1. Please be informed of your attendance on the three-day board informative preparations on March 30-31 and April 1, 2023 at the SGOD office.
2. Participants will be granted with one day service credit for rendering service on April 1, 2023 which is a Saturday as per memorandum circular no. 40, s. 1998 granting service credits to employees who report for work on holidays or rest days as per civil service commission (CSC).
3. Meals and Travelling Expenses of the participants shall be charged against Division and School MOOE subject for the usual accounting and auditing rules and regulations.
4. Widest dissemination of this memorandum is hereby directed.

SPP/-JMA-MKP-NLR/RBP/ktc  
March 29, 2023



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29 MAR 2023