



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


**Office of the Schools Division
Superintendent**

MEMORANDUM

MLA-2023- 314

TO :
: Through the District Supervisors/ School Heads)
ROSYL GERALDINE M. PARTOSA- CORNHS, San Jose District

FROM : By the Authority of the Schools Division Superintendent:


DR. MARCELO K. PALISPIS
Assistant Schools Division Superintendent
Office In-Charge

SUBJECT : **To conduct initial Assessment and Focused Group Discussion
on Mental Health (Special Case)**

DATE : May 9, 2023

1. This office informs the above-mentioned Guidance Counselor of her assistance in conducting initial assessment and Focused Group Discussion (FGD) on Mental Health (Special Case) on May 11, 2023 at Dauin NHS, Dauin , Negros Oriental
2. Travelling and other incidental expenses incurred during the conduct of the activity shall be charged to School MOOE and other funds, subject to the usual accounting and auditing rules and regulations.
3. This serves as your **TRAVEL ORDER**.
4. For your guidance and compliance.

NCO/JMA-MKP-NLR/SGOD/KBR/imsam

10 MAY 2023



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