




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- 478

TO : MARCELO K. PALISPIS EdD – Asst. Schools Division Superintendent
REGINA CLARINA E. EMPESO EdD- SEPS, SM&N
MARSHA D. RUIZ - SGOD
MACRINA S. VILLALUZ – PSDS, Sibulan I
ANDREALUZ S. ENGLIS – PSDS, Sibulan II
SEGUNDINO M. GRAMPON – School Head, Looc Elementary School
YUNIMA R. ALAS-AS – School Head, Magatas Elementary School
PRISCILLA S. DRILON – School Head, Agan-an Elementary School

FROM : By authority of the Schools Division Superintendent


LANI B. YURONG
Administrative Officer V
Office In Charge
6/26/23

SUBJECT : **TURNOVER & DISTRIBUTION OF SCHOOL SHOES FROM ROTARY CLUB
DUMAGUETE SOUTH**

DATE : June 26, 2023

1. DepEd Negros Oriental Division in partnership with the Rotary Club Dumaguete South shall be conducting the Turnover and Distribution of School Shoes on June 30, 2023 at 7 o'clock in the morning to the respective recipient schools namely: Looc Elementary School, Magatas Elementary School, and Agan-an Elementary School.
2. Recipient schools are required to prepare the Master List of Recipients signed by the beneficiaries identified.
3. Attached is Annex A (Master List of Recipients) and Annex B (Program Flow) for your reference.
4. Recipient schools are requested to shorten the classes to accommodate the short ceremony.
5. This serves as TRAVEL ORDER.
6. For guidance and compliance.

NCO/JMA-MKP-NLR/SGOD/REP/rccc

27 JUN 2023



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
Telephone Nos.: (035)225-2838 / 225-0667 / 422-7644
Email Address: negros.oriental@deped.gov.ph

7:00 AM- 7:30 AM Departure of Rotarians and DepEd Personnel
7:45 AM- 9:00 AM Turnover & Distribution Program (Looc Elementary School)
9:30 AM- 10:30 AM Turnover & Distribution Program (Magatas Elementary School)
11:00 AM- 12:30 PM Turnover & Distribution Program (Agan-an Elementary School)

Program Flow

Philippine Nat'l Anthem

Opening Prayer - Pupil Representative

Welcome Remarks - Public Schools District Supervisor

Inspirational Message - Schools Division Superintendent

Intermission

Message from Rotary Club Dumaguete South

Distribution Proper

Gratitude Message - School Principal