



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- 468

TO : **VENICE BELLE V. VISAGAS**, Nabaliwan ES, Mabinay 4
DENNIS B. PINO, Pinayon-an Elementary School, Mabinay 4
BENJIE EPIS, Palayuhan ES, Siaton 1

FROM : **NERI C. OJASTRO EdD, CESE**
Schools Division Superintendent

SUBJECT : **LOCKDOWN AND EMERGENCY RESPONSE DRILL WORKSHOP**

DATE : 07 July 2023

1. You are hereby directed to attend the **LOCKDOWN AND EMERGENCY RESPONSE DRILL WORKSHOP** on 11-13 July 2023 at Ayang's Place, Dumaguete City, Negros Oriental.
2. Please take note of the following details:
 - Accommodation:**
 - Check-in : July 10, 2023 (2:00 pm)
 - Check-out : July 13, 2023 (12:00 nn)
 - Meals and Snacks**
 - First Meal : Dinner, July 10, 2023
 - Last Meal : PM Snacks, July 13, 2023
3. Travelling & other incidental expenses incurred shall be charged against School MOOE / Local Funds while meals, snacks and accommodation shall be charged against HRTD Funds subject to the usual accounting and auditing rules and regulations.
4. For immediate dissemination and compliance.

NCO/APA-PCL-NLR /SGOD /RBP/jrb
07 July 2023

10 JUL 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