



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- 497

TO

HRDS Thru the Public Schools District Supervisor:

**DAN JOSYL F. CABUAL- AO 2, Mabinay IV District**

FROM : By the Authority of the Schools Division Superintendent:

  
**DR. NILITA L. RAGAY**

OIC- Assistant Schools Division Superintendent

Office In Charge

7/18/23



SUBJECT : **ADDITIONAL PARTICIPANT DURING THE WORKSHOP VALIDATION  
ON EMPLOYEE PLANTILLA MASTERLIST**

DATE : July 17, 2023

1. This office informs the above-mentioned personnel of his/her participation during the **Workshop Validation on Employee Plantilla Masterlist** on July 17-21, 2023 at Hotel Palwa, Dumaguete City, Negros Oriental.
2. Meals and accommodations of participants shall be charged to HRTD 2023 funds, subject to the usual accounting and auditing rules and regulations.
3. All other provisions in Division Memorandum No. 465, s. 2023 remain.
4. This serves as **TRAVEL ORDER**.
5. For your guidance and compliance.

NCO /JMA-MKP-NLR/SGOD/RBP/ismm



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