



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- 621

TO :

REGINA CLARINA E. EMPESO EdD- SEPS, SM&N  
KARLA P. ANTONIO – EPS II, SM&N  
JOSEPH R. GEMINA – PDO II, DRRM  
RUBY JEAN BIDAURE – Supply Officer II  
JESSE JOHN PAGASIAN – ADAS III

Thru: Public Schools District Supervisors  
JOHN PAUL OIRA – NOHS  
KRISTINA CADUNGON – Sibulan District II  
JASON A. BOHOL – Mabinay District II  
JUNE ARIEL GANTALAO – La Libertad District I  
ALLAN ALIPAN – Sta. Catalina I  
ALEXANDER FIGEDERO – Siaton District IV  
LOUELYN L. JOMOC – Sta. Catalina District III  
MARK JOEBEN CASAL – Ayungon District II  
NEMILLO GARSULA – Jimalalud I

FROM : By authority of the Schools Division Superintendent

  
**NILITA L. RAGAY**  
OIC- ASDS  
Office In-Charge

SUBJECT : **SERIES OF VIRTUAL & FACE-TO-FACE CONFERENCE FOR THE SOCIAL MOBILIZATION & PARTNERSHIP SYSTEM**

DATE : September 5, 2023

1. The abovementioned personnel are requested to attend the following activities for the preparation of the tool, system dry-run and launching of the Manual of Operations for Donations for Education (MODE) for the social mobilization and partnership system of the Division of Negros Oriental:

September 6, 2023 -	2PM -	MSTeams
September 11, 2023-	9AM -	MSTeams
September 22, 2023-	8:00- 5:00	Southview Hotel



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

2. Travelling expenses for the face- to-face activity on September 22,2023 shall be charged against School MOOE/Division MOOE/ while meals shall be charged against the HRTD Funds subject to the usual accounting rules and regulations.
3. This serves as TRAVEL ORDER.
4. For guidance and compliance.

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

