



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- 90

TO : **(THROUGH THE PSDS)**

Aurelia Pagbunocan- P-I , Dauin District  
Agripina Jabanés – P-I, Valencia District

By the authority of the School Division Superintendent

FROM :   
**RACHEL B. PICARDAL EdD**  
Chief, SGOD  
Office In-Charge

SUBJECT : **ASSIST IN THE PREPARATIONS FOR THE UPCOMING  
NORAA MEET AND CVIRAA MEET 2023**

DATE : February 21, 2023

Please be informed that the you are directed to report to the Division Office in order to assist in the preparation of the credentials, purchase request, billeting quarters, playing venues, program and other preparations on February 22,-24,2023.

Please coordinate with Mr. Allan Tabio, the focal person.

Transportation, food and other incidental expenses are chargeable against the School MOOE subject to the usual accounting rules and regulations.

This serves as your **Travel Order**.

For your guidance and compliance.

21 FEB 2023