



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools Division Superintendent**

DIVISION MEMORANDUM  
MLC-SGOD-2023- 8567

TO : **DR. LYDIA V. BENSON**, PSDS, Mabinay District II  
**MRS. MARY GRACE M. GARSULA**, Pantao ES Brgy Site  
**MR. MARK CHRISTIAN DINGLASA**, Pantao ES Brgy Site

FROM : By Authority of the Schools Division Superintendent:  
  
**NILITA L. RAGAY EdD**  
Assistant Schools Division Superintendent  
Office-In-Charge 11/21/23

SUBJECT : **NOTICE OF MEETING**

DATE : November 21, 2023

1. You are hereby notified to attend a meeting with the Assistant Schools Division Superintendent, Dr. Marcelo K. Palispis, on Wednesday, **November 22, 2023 at 9:00 AM** at his office.
2. Your attendance is a must.
3. Travelling and other expenses relative to the said meeting shall be charged against School MOOE and other local funds subject to the usual accounting and auditing rules and regulations.
4. For strict compliance.

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

21 NOV 2023



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