



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-2021 - 104

TO : **IRYLL MAE S. MACAHIG- Division Office**
JOSEPH R. GEMINA- Division Office
DENNIS CHARL F. ANDALAJAO- Division Office

FROM : *Apprnlly*
SENEN PRISCILLO P. PAULIN, CESO V
Schools Division Superintendent
Office of the Schools Division Superintendent

SUBJECT : **SECURITY PROTOCOL COMMITTEE DURING THE EDUKAKSYON VISIT**

DATE : **MARCH 18-22, 2021**

The Schools Division of Negros Oriental will be hosting the EdukAksyon visit of Usec. Alain Del Pascua and Usec. Revsee Escobedo for the community distribution of tablets and mobile phones to selected recipients in SDO Negros Oriental and other city schools on March 18-22, 2021 from Canlaon City to Bayawan City.

Travelling and other incidental expenses relative to the conduct of the activity shall be charged to School MOOE subject to the usual accounting and auditing rules and regulations.

You are entitled to a two (2) Compensatory Time-Off (CTO) subject to the submission of the daily time record for a Saturday & Sunday rendered.

This serves as **TRAVEL ORDER**.

SPP/JMA-MKP-NLR/SGOD/RBP/insm

MAR 16 2021



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