



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

**Office of the Schools Division  
Superintendent**

MEMORANDUM

MLA-2021- 202

TO : (Through the PSDS/School Heads)

**Ms. CHARLAGNE F. EBROLE**, Siaton 3 District  
**Ms. LEONIDES QUISAY**, Siaton 3 District

FROM :   
**SENEN PRISCILLO P. PAULIN, CESO V**  
Schools Division Superintendent

SUBJECT : **Preparation for the Kindergarten/SPED/MTB-MLE Display of  
Outputs**

DATE : July 12, 2021

1. This Office is requesting your presence to prepare the necessary things for the coming display of outputs in Kindergarten and MTB-MLE on July 28 and 29, 2021 at the 3<sup>rd</sup> Floor Conference room, Division of Negros Oriental.
2. Please coordinate with the Focal person in Kindergarten/MTB-MLE for further instructions.
3. Concerned PSDSs/School Head is requested to issue their **Authority to Travel**.
4. Wearing of face mask and face shield in relation to this activity is mandatory in compliance to all required health and safety protocols set by IATF and DOH.
5. Meals & snacks of these two teachers for 2 days shall be shouldered by the Focal Person while travel/incidental expenses incurred are chargeable against local/School/ District MOOE subject to the usual accounting and auditing rules and regulations.
6. For your information and guidance.

SPP/MKP-JMA/CID/NLR/kys  
July 12, 2021

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