



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- 54

TO : **Dr. Karina Louise dela Cruz** **Areen Rybonette Opada**  
**Dr. Melchora Diosdada Asdillo** **Clint Arthur Tiu**  
**Julie A. Sibul** **Deanne Beth Manaban**  
**Felix III D. Mosqueda** **Kennith A. Misamis**  
**Brent John Trasmonte** **Gueia Narvas**

FROM : *MPaulin*  
**SENEN PRISCILLO P. PAULIN, CESO V**  
Schools Division Superintendent  
2/4/2021

SUBJECT : **2021 COVID VACCINATION ROLL-OUT PLANNING CONFERENCE**

DATE : **February 4, 2021**

1. In preparation for the upcoming COVID-19 vaccination implementation, please be informed that you shall compose the team which will be tasked to disseminate the government's vaccination plan.
2. Anent this, you are hereby directed to attend the **Planning Conference** on **February 5, 2021 at 1:00 in the afternoon at the Division Office.**
3. Participants are required to follow the minimum health standards and protocols set by the local Inter-Agency Task Force (IATF) by using face masks, face shields and practice physical distancing during the conduct of the activity.
4. Travelling and other incidental expenses during the participation to the activity shall be charged against the Division MOOE Fund, subject to the usual accounting and auditing rules and regulations.
5. This serves as **TRAVEL ORDER.**
6. For widest dissemination and compliance.

SPP-/NLA-FCL /SGOD/RBP/KLDC/fmosqueda

10 5 2021

