



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- 602

TO : **MRS. EPIFANIA Q. CUEVAS- NOHS**

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

SUBJECT : *RHP/2021*
**Additional Technical Working Group (TWG) during the Preparation
 Workshop for Virtual TAPOC 2021 (Usher/Usherettes)**

DATE : December 6, 2021

This office informs the Principal of the personnel below of their participation as usher/usherettes during the conduct of the **Preparation Workshop for Virtual TAPOC 2021** on the following dates and venue below:

Teachers	Dates	Venue
Keenji L. Armentano Junsly B. Kitay James D. Basas Mary Queen Ausejo Jimmelyn D. Corsame Sheena Pearl D. Pinili Anna Mae I. Tejada Nasheva V. Hassan	December 8-9	Negros Oriental High School Gymnasium

One (1) day service credit shall be granted to the teacher participants while one (1) day Compensatory Overtime Credit (COC) shall be granted to Division personnel who will render services on a Holiday (Dec. 8, 2021) subject to the submission of duly accomplished DTR.



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
 Telephone Nos.: (035)225-2838 / 225-0667 / 422-7644
 Email Address: negros.oriental@deped.gov.ph

09 DEC 2021

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

For your guidance and compliance.

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

A small, handwritten blue mark or signature, possibly initials, located below the reference code.