



Republic of the Philippines
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
www.depednegor.net

November 27, 2014

MEMORANDUM

TO : Public Secondary School Heads

Please be informed that there will be a meeting of all Public Secondary School Heads on November 28, 2014 at 1:00 pm at the DepEd Division Office Conference Room, Capitol Area, Dumaguete City.

Please bring the following:

1. Completed PBB Personnel Information Form as of March, 2014.
2. List of Existing Personnel with their Item Numbers.
3. Plantilla of Personnel as of December 31, 2013.

Transportation and travelling expenses shall be charged to school MOOE subject to the usual accounting and auditing rules and regulations.

ATTENDANCE IS A MUST AND NO PROXY IS ALLOWED.

For compliance.

Immediate dissemination of and strict compliance of this Memorandum is desired.


SALUSTIANO T. JIMENEZ, L.I. B, CESO VI
Schools Division Superintendent

STJ/LPS/tsd

"EFA 2015: Karapatan ng Lahat, Panangutan ng Lahat"