



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

**DIVISION MEMORANDUM**

**TO :** Through the District Supervisors/School Heads  
**KARLA C. PANESA**, Division Coordinator  
**JACQUELINE BACULAD**, San Jose District  
**JJI S. TALADUA**, Jimalalud District  
**JONILO JAINAR**, Jimalalud District  
**ALFIEN T. DIVINAGRACIA**, Sibulan District  
**ORLANDO ZERNA**, Amlan District  
**ROGELMA BARTE**, Zamboanguita District  
**JOCELYN B. DIZON**, NOHS  
**WILFRIDA S. VILLALON**, NOHS  
**DAN P. ALAR**, Siaton West District I  
**JOEL JR. G. CATUBAY**, Siaton West District II

2014.943  
OCT 2014  
SCHOOLS DIVISION

**DATE :** October 31, 2014

**SUBJECT :** **FINAL BRIEFING OF TASKS FOR THE UPCOMING TRAINING-  
WORKSHOP ON ORGANIZING AND MANAGING EVENTS**

1. You are hereby directed to report to the Division Office Conference Room on **November 3, 2014 at 1:00 PM** for the Final Briefing of Tasks and other concerns in preparation for the upcoming Training-Workshop on Organizing and Managing Events.
2. Travelling expenses will be charged to School MOOE/PTA/Local Funds subject to the usual accounting and auditing rules and regulations.
3. For your information and compliance.

  
**SALUSTIANO T. JIMENEZ, LL.B, CESO VI**  
Schools Division Superintendent

10/31/14

STJ/ kcp

31 OCT 2014