



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

Office of the Schools Division Superintendent

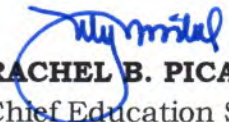
MEMORANDUM
MLA-2022-610

TO: Through the Public Schools District Supervisor:

AUTESSA MARIE R. CABARAL – ADAS II, Panciao HS
(In lieu of Krystelle Marie C. Tuballa – Adas II, Sagrada ES)

ELVIE GAJO – Head Teacher II, Bonbonon ES
(In lieu of Aurea Tinambacan – HT-III, ALbiga ES)

By the Authority of the Schools Division Superintendent:

FROM: 
RACHEL B. PICARDAL EdD
Chief Education Supervisor, School Governance Operations Division
Office-In-Charge **DEC 19 2022**

SUBJECT: **PARTICIPATION IN THE 2-DAY ORIENTATION ON THE STANDARD OPERATION PROCEDURE FOR THE INSPECTION AND ACCEPTANCE OF DIVISION-PROCURED SBFP-NFP AND MILK COMPONENTS**

Date: **December 19, 2022**

1. This Office informs the abovementioned personnel of to participate in the 2-Day Orientation on the Standard Operation Procedure for the Inspection and Acceptance of Division Procure SBFP-NFP and Milk Components on December 20, 2022 at Southview Hotel, Dumaguete City.
2. The meals (breakfast, AM and PM snacks, lunch, and dinner) of the aforementioned activity shall be charged against the SBFP fund, meanwhile, transportation and other incidental expenses shall be charged against the Division/School MOOE fund, subject to the usual accounting and auditing rules and regulations.
3. For your guidance and compliance.