



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- 407

TO : **DR. REGINA CLARINA E. EMPESO, EPS II**
MS. KARLA P. ANTONIO, EPS II
DR. RUBY JEAN ESTRELLITA M. BIDAURE, AO IV
MS. JEYLENE E. CERIAL, PDO I
MR. OGUIE LABONG, ADA 1

Through the PSDSs/School Heads:

MS. GEMMA A. ESTRELLA, Siaton 2
MS. BONNIE BELLE C. JAMOSMOS, Siaton 1

FROM : *ppaulin*
SENEN PRISCILLO P. PAULIN, CESO V
Schools Division Superintendent

SUBJECT : *8/12/22*
PREPARATION OF LEIS FOR TIGOM 2022

DATE : August 12, 2022

1. In preparation for the TIGOM 2022: Stakeholders' Convergence, you are requested to report at the Division Office on **August 13, 2022** at **8:00 AM** for the designing and crafting of leis.
2. You are further requested to bring needed tools aside from the following: glue gun, glue stick, ribbons, and pairs of scissors.
3. Travelling and other expenses incurred shall be charged against MOOE/local funds subject to the usual accounting and auditing rules and regulations.
4. Attendance of teaching personnel shall merit corresponding Service Credit while the attendance of nonteaching personnel will merit corresponding Compensatory Time Off.
5. For information, dissemination, and compliance

AUG 15 2022

SPP/JMA-MKP-NLR/SGOO/*pp*/kpanon



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