

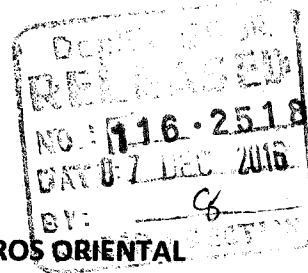


Republic of the Philippines

Region VII, Central Visayas

SCHOOLS DIVISION OF NEGROS ORIENTAL

www.depednegor.net



Tel. Nos: (035)225-2838 / 225-0667/422-7644 (Schs. Division Supt's Office); (035) 225-1623 (Asst. Schs. Div. Supt's Office);
(035) 225-1622 (Promotional Section/EPSS); (035) 422-7643 (Cashier's Section); (035) 422-8511 (Planning Section);
(035) 225-6987 (Record's Section); (035) 422-5283 (Admin. Section); (035) 422-0267 (Personnel Section);
(035) 225-2376 (Guard/Medical/Dental Sections); (035) 225-2378 (ALS Section); (035) 225-7012 (PFSED Section);
(035) 225-1640 & (035) 225-6180 (Accounting Section); (035) 422-3921 (Supply Section)

December 6, 2016

MEMORANDUM TO :

DR. DEXTER Y. AGUILAR, CESE
Asst. Schools Division Superintendent

This Office

Please be informed of your attendance to the GSIS 2016 Insurance Caravan on December 8, 2016 from 8:00 AM to 5:00 PM at Crown Regency Hotel & Towers, Fuente Towers, Osmena Boulevard, Cebu City.

Traveling and other incidental expenses incurred in connection with this activity shall be charged against local funds/MOOE, subject to the usual accounting and auditing rules and regulations.

For your information and guidance.

God Bless!

SALUSTIANO T. JIMENEZ, CESO VI
OIC-Asst. Regional Director
Concurrent Schools Division Superintendent

STJ/bing



GSIS Government Service Insurance System
Financial Center, Pasay City, Metro Manila 1308

05 December 2016

SALUSTIANO T. JIMENEZ, CESO VI
Schools Division Superintendent
Department of Education
Division of Negros Oriental
Dumaguete City

Dear Superintendent Jimenez:

The Insurance Group of the Government Service Insurance System wishes to invite you or one representative from your good office to the **GSIS 2016 Insurance Caravan** on 8 December 2016 from 8:00AM to 5:00PM in Crown Regency Hotel & Towers, Fuente Towers, Osmeña Boulevard, Cebu City.

The GSIS 2016 Insurance Caravan aims to promote insurance awareness and educate participants on the importance of obtaining adequate insurance protection for all government assets, properties and insurable interests.

The discussion will include basic insurance principles, premium collection procedures and requirements in filing claims.

We shall appreciate receiving your confirmation thru the following email address: jegvillaverde@gsis.gov.ph on or before 6 December 2016.

We can be reached at (035)225-0370 / (035)422-4032 and 09267162839 / 09365784392 for further query regarding this activity.

Thank you.

Very truly yours,

ATTY. MERCEDES VPE ENRIQUEZ
Branch Manager
GSIS Dumaguete Branch Office