



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region VII, Central Visayas  
**SCHOOLS DIVISION OF NEGROS ORIENTAL**  
Capitol Area, Dumaguete City

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February 16, 2016

**Division Memorandum**


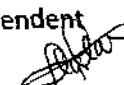
**ONE – DAY SEMINAR – WORKSHOP ON ENHANCEMENT OF HUMAN RESOURCE  
INFORMATION SYSTEM**

**To :** All Public School District Supervisors/District- In Charge  
Public Elementary and Secondary School Heads

1. The Human Resource Development Unit will conduct a One - Day Seminar- Workshop on the Enhancement of Human Resource Information System on February 22 ,23, and 24, 2016 .This will be done by batch following this schedule and venue below:

<b>Date</b>	<b>Congressional District</b>	<b>Venue</b>
February 22,2016	1st Congressional District	3 <sup>rd</sup> floor,Conference Room
February 23,2016	2nd Congressional District	3 <sup>rd</sup> Floor, Conference Room
February 24,2016	3rd Congressional District	3 <sup>rd</sup> Floor, Conference Room

2. The participants to the above activity are the Public School District Supervisors, District ICT Coordinators and District Statisticians.
3. Meals will be served: two(2) snacks and one (1)lunch chargeable against Division MOOE funds subject to the usual accounting and auditing rules and regulations.
4. Travelling and other incidental expenses relative to the above activity shall be charged to Division MOOE funds subject to the usual accounting and auditing rules and regulations.
5. For your information, guidance and compliance.

  
**LELANIE T. CABRERA , CESE**  
Asst. Schools Division Superintendent  
Officer – In – Charge 

16 FEB 2016