



Republic of the Philippines
DEPARTMENT OF EDUCATION
 Negros Island Region

SCHOOLS DIVISION OF NEGROS ORIENTAL
Office of the School Governance and Operations Division

Capital Area, Dumaguete City

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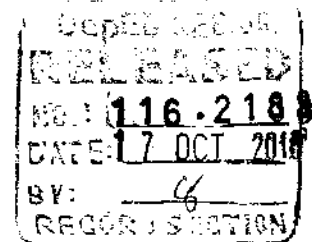
SGOD Office (035) 225 - 6180

MEMORANDUM TO:

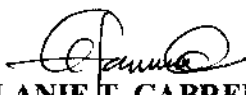
TO: ARNULFA MARCIAL, Principal I, Canlaon District

SUBJECT: CONSOLIDATION OF 3RD QUARTER ADOPT-A-SCHOOL (ASP) REPORT

DATE: October 14, 2016



1. You are hereby directed to report to the **Division Office of Negros Oriental** to assist in the consolidation of the 3rd Quarter ASP Reports from October 17-18, 2016.
2. Please coordinate closely with **Jenith Corpis Cabajon, ASP Division Coordinator**.
3. Travelling and other incidental expenses incurred during the conduct of the activity is chargeable to Division MOOE subject to the usual accounting rules and regulations.
4. This serves as your **TRAVEL ORDER**.
5. For your guidance and compliance


LELANIE T. CABRERA, CESE
Assistant Schools Division Superintendent
Officer In-Charge
 10/15/16