



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
www.depednegor.net

November 13, 2018

DIVISION MEMORANDUM

No. 778,s.2018

COORDINATION MEETING TO ALL DISTRICT MULTIGRADE COORDINATOR

TO : ASDS/ CHIEFS, CID & SGOD
DEPSs/ SEPSs/ EPSs/ Section Heads
District Supervisors/ District In-Charge
Public Elementary & School Heads
All Others Concerned

1. There will be a Coordination meeting to all District Multi-grade Coordinators on November 16, 2018, Friday, 8:00 A.M.-5:00 P.M. at GSP building, Capitol Area, Dumaguete City.
2. Only those districts with multi-grade schools are required to attend the coordination meeting. Multi-grade Coordinators are also required to bring the needed report using the attached template.
3. Participants are required to bring with them laptop and extension wire.
4. Expenses for meals to be served will be charged against Multi-grade Funds, while transportation and other incidental expenses relative to the abovementioned activity will be charged against school MOOE/local funds. All expenses incurred are subject to the usual accounting and auditing rules and regulations.
5. This serves as **Travel Order** to participants.
6. Immediate dissemination of and compliance with this Memorandum is directed.

WILFREDA D. BONGALOS, Ph.D., CESO V
Schools Division Superintendent

11/13/18

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