



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

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**DIVISION MEMORANDUM**

No. 09 s. 2018

**TO:** Assistant Schools Division Superintendents  
CID and SGOD Chiefs  
Division Education Program Supervisors/Coordinators  
Public Schools District Supervisors/District-In-Charge  
Elementary and Secondary School Administrators  
Others Concerned


**DATE:** January 3, 2018

**SUBJECT: THREE-DAY LIVE-IN DIVISION ENHANCEMENT WORKSHOP FOR DISTRICT READING COORDINATORS IN ENGLISH**

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1. There will be a Three-Day Live-in Division Enhancement Workshop to all the District Reading Coordinators in English on January 31-February 2, 2018 in Plaza Maria Luisa Suites Inn.
2. Participants are expected to come to the venue at 8:00 o'clock in the morning for the opening program. They are requested to bring their laptop, pocket Wi-Fi, and consolidated 2<sup>nd</sup> quarter reading result.
3. Board and lodging of participants shall be charged against the Division HRTD funds while travel and other related expenses of the participants are charged to School MOOE subject to the usual accounting rules and regulations.
4. This serves as **Travel Order**.
5. Immediate dissemination of this Memorandum is desired.

For the Schools Division Superintendent:

  
**RACHEL B. PICARDAL, ED.D.**  
Chief, Schools Governance and Operations Division

80 JAN 2018  
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