



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas

SCHOOLS DIVISION OF NEGROS ORIENTAL

Office of the Curriculum and Implementation Division

Capitol Area, Dumaguete City

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March 14, 2018

Division Memorandum

No. 180 s, 2018

CONDUCT OF A FULL-TIME DELIVERY UNIT (FDU) FORUM

To : Chiefs, CID & SGOD
Division Education Program Supervisors/Division Coordinators
Public Schools District Supervisors/District In-Charge
Public Secondary School Heads
All Others Concerned

1. This is to inform the field of the **CONDUCT OF A FULL-TIME DELIVERY UNIT (FDU) FORUM** on March 16, 2018 at the Manhattan Suites Inn, Dumaguete City per Unnumbered Regional Memorandum signed by OIC-ARD Salustiano T. Jimenez dated March 12, 2018.

2. Participants to this forum are the Accountant, Budget Officer, Human Resources Management Officer and Cashier including the Senior Bookkeepers and Disbursing Officers of all the Implementing Units.

3. Traveling/transportation and other incidental expenses incurred in attending the said activity shall be chargeable against division/school MOOE all subject to the usual accounting and auditing rules and guidelines.

4. This serves as your **TRAVEL ORDER.**

Fr:  **SALUSTIANO D. JIMENEZ, CESO VI**
OIC-Assistant Regional Director
Concurrent School Division Superintendent

14 MAR 2018



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City

MEMORANDUM

TO : Schools Division Superintendent/s
Negros Oriental/Bayawan/Dumaguete/
Tanjay/Bais/Guihulngan/Siquijor

From : SALUSTIANO T. JIMENEZ
OIC-Assistant Regional Director

Subject : CONDUCT OF A FULL-TIME DELIVERY UNIT (FDU) FORUM

Date : March 12, 2018

Please be informed that there will be a Full-Time Delivery Unit (FDU) Forum on March 16, 2018 at Manhattan Suites Inn, Dumaguete City.

Participants to this forum are the Accountants, Budget Officers, Human Resources Management Officers and the Cashiers of the six (6) Schools Division Offices of Negros Oriental and Schools Division Office of Siquijor while the participants from the Implementing Units are the Senior Bookkeepers and the Disbursing Officers.

Travelling/transportation and other incidental expenses incurred are chargeable against division/school MOOE funds, subject to the usual accounting and auditing rules and regulations.

For compliance.

SALUSTIANO T. JIMENEZ, LIB., CESO VI
OIC-Office of the Asst. Regional Director

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