



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

July 20, 2018

Division Memorandum  
No. 444 s, 2018

**CONFERENCE OF ALL PUBLIC SENIOR HIGH SCHOOL ADMINISTRATORS  
and DISBURSING OFFICERS**

To : Asst. Schools Division Superintendents  
Chiefs, CID & SGOD  
Division Education Program Supervisors/Division Coordinators  
Public Schools District Supervisors/District In-Charge  
Public Elementary & Secondary School Heads

1. All public senior high school administrators and disbursing officers are called to attend the conference on Tuesday, July 24, 2018 at the 3<sup>rd</sup> floor Conference Room following the schedule below:

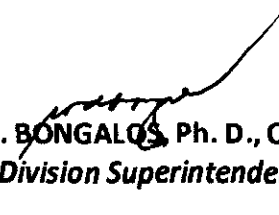
8:00-10:00	3 <sup>rd</sup> Congressional District
10:00-12:00	1 <sup>st</sup> Congressional District
1:00-3:00	2 <sup>nd</sup> Congressional District

2. School Heads are expected to bring the following:

- Copy of the 2017 APP/WFP
- List of priority supplies, equipment, materials to be purchased

3. Expenses incurred in attending the said activity shall be chargeable against school MOOE subject to the usual accounting and auditing guidelines.

4. Please come on time.

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

Tel. Nos: (035)221-2838 / 225-0667/422-7644 (Division Supt's Office); (035) 225-1622 (CID); (035) 225-1623 (Legal Section); (035)225-6180 (SGOD); (035) 422-7643 (Cash Section); (035) 422-8511 (Planning Section); (035) 225-6987 (Record's Section); (035) 422-5283 (Admin. Section); (035) 422-0267 (Personnel Section); (035) 225-2376 (Guard/Medical/Dental Sections); (035) 225-7012 (Educ. Facilities Section); (035) 225-1640 & (035) 225-1640 (Acct. Budget Section); (035) 422-3821 (Supply Section)

22 JUL 2018