



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

**MEMORANDUM TO:** (Through the PSDSs)

1. ROGER NAMOL—Siaton 4
2. EDWIN EGE—Siaton 3
3. JOSEPH ALAGADMO—Siaton 3
4. MA. DAYLINDA MANARANG—Siaton 3
5. CHRISTOPHER KINKITO – Siaton 2
6. JOEL SAMSON—Siaton 2
7. ROMEL KISKIS—Siaton 2
8. RIO CALIPUSAN—Siaton 4
9. JOEL EUMAGE—Siaton 4
10. MARK EGE –Siaton 4
11. LORENZO JALLORIN—Siaton 3
12. DENTE PAGAYGAY –Siaton 3
13. RAMIR ARBOLADO—Siaton 3
14. EMILY LAGUARDIA—Siaton 4
15. GEMMA ESTRELLA—Siaton 2
16. BB BOY GRACIANO RAMIREZ III—Siaton 3
17. MERVIN JALANDONI—Siaton 3

**FROM:** WILFREDA D. BONGALOS, Ph. D. CESO V  
*Schools Division Superintendent*  
12/6/18

**SUBJECT:** PASKO SA KAPITOLYO 2018  
DECORATION COMMITTEE

**DATE:** December 6, 2018

1. "Pasko sa Kapitolyo 2018," is the annual Provincial undertaking when myriad activities are lined up to highlight this joyous occasion of the year that Non-Negorenses and Negorenses alike anticipate to celebrate Christmas.
2. Relative to this, you are hereby ordered to report to the **Division Office of Negros Oriental on December 7- January 7, 2018** for the actual preparation and setting up of the decorations at the **Capitol Forecourt Stage and Freedom Park Stage** as well as serve as monitors and caretakers on the said facilities during the whole duration of **Pasko sa Kapitolyo 2018**.
3. Please do coordinate with **Mrs. Jenith Corpis-Cabajon, Div. Culture & Arts Coordinator**.
4. You are entitled to earn service credits for services rendered during Saturday and Sunday as well as Christmas Holidays upon receipt of duly accomplished daily time record.
5. Travelling and other incidental expenses shall be charged to School MOOE/ local funds subject to the usual accounting and auditing rules and regulations.
6. For your information, guidance and compliance

WDB/rbp/jcc

07 DEC 2018