



DEPARTMENT OF EDUCATION
SCHOOLS DIVISION OF

NEGROS ORIENTAL

Traversing the Paths to Educational Excellence

January 3, 2018

TRAVEL ORDER NO. 03
S. 2018

TO : MELANIE MAE O. AUSTERO
Teacher III –
Ajong NHS, Sibulan District


RE : Canvass Hotels for the National TWG, Judges and Guest for the NFOT.

018.0005

03 JAN 2018

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1. You are hereby directed to canvass Hotels for the NFOT on January 4 – 5 , 2018 to ensure that everything is booked and ready for the conduct of the NFOT on February 19-23,2018.
 2. Travelling and other incidental expenses shall be charged to school MOOE/Local funds subject to the usual accounting and auditing rules and regulations.
 3. For your information, guidance and compliance.

For the Schools Division Superintendent:


ERLINDA N. CALUMPANG, Ed.D
Chief Curriculum Implementation Division
Officer In-Charge