

Republic of the Philippines

Department of Education

Region VII - Central Visayas

SCHOOLS DIVISION OF NEGROS ORIENTAL

Capitol Area, Dumaguete City

January 4, 2018

MEMORANDUM TO:

PHILIP C. TUBOG Division Engineer III

DESIDERIO QUITOY, JR.

ADA I (Electrician)

This Office

You are hereby directed to report to the office on *January 6, 2018, Saturday* to prepare the documents needed for the Conduct of Workshop on the Preparation of Program of Works on the Electrification and Restoration of Gabaldon Building Programs for CY 2018 this coming January 8 - 12, 2018 at Bayleaf Hotel, Gen. Trias, Cavite.

For compliance.

SALUSTIANO T. JIMÉNEZ, CESO VI

Concurrent OIC - Office of Schools Division Superintendent