

## Republic of the Philippines

## **DEPARTMENT OF EDUCATION**

## Region VII, Cental Visayas

## SCHOOLS DIVISION OF NEGROS ORIENTAL

www.depednegor.net

I KAVEL O	KDEK
No. 1619	s. 2018

TO:

**JESUS LAQUIO** 

Administrative Aide I

MARX LEE T. BADON

Administrative Assistant I

OFFICE:

Supply Section, Division of Negros Oriental

**PURPOSE:** 

To deliver Multi-Function Photocopier Machine to different schools

in the Division of Negros Oriental

DATE OF TRAVEL:

December 3-4, 2018 (Monday and Tuesday)

VENUE/PLACE:

Guilongsoran Primary School (San Jose District), Catipon ES (Siaton

IV), Palayuhan ES (Siaton I), Escagnet ES (Sibulan II) and Nagbiniod

ES (Sta. Catalina II)

ALLOWED/CHARGED TO: (Division MOOE funds subject to the usual accounting and auditing rules and regulations)
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: Registration/Transportation and other expenses
: Transportation
: Per Diems
: On official time/business only
Y Transportation/per diem & other incidental expenses

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

November 28, 2018