



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas

SCHOOLS DIVISION OF NEGROS ORIENTAL
Capitol Area, Dumaguete City



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H 389

March 22, 2018

MEMORANDUM TO:

MS. ALICIA M. SAGOLILI
AO IV

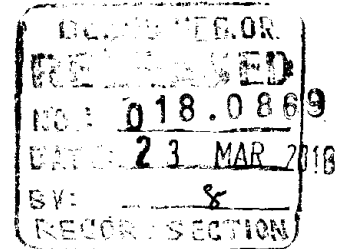
MS. SUSHILA G. MECLA
ADA I

MR. RODRIGO C. VENDIOLA
ADAS II

MS. MARICEL C. CORPIS
ADAS II

MR. NILSSEN T. PINILI
ADAS II


This Office



You are hereby directed to report to the Division Office on Saturday, March 24, 2018 to do task for the month end and quarter end preparations.

Services rendered during Saturdays are charged to Compensatory Time Off (CTO).

For your guidance and compliance.


SALUSTIANO T. JIMENEZ, II.B., CESO VI.
Schools Division Superintendent
OIC-Office of the Asst. Regional Director

Be One of Us! Be Counted, Let's Practice



W.A.T.C.H.
We Advocate Time Consciousness and Honesty