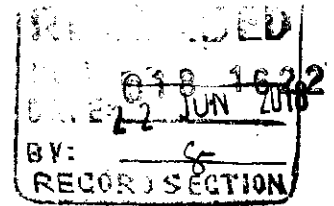


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Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region VII, Central Visayas  
**SCHOOLS DIVISION OF NEGROS ORIENTAL**  
www.depednegor.net

June 22, 2018



**MEMORANDUM TO:**

**MS. ALICIA M. SAGOLILI**  
AO IV

**MS. MARICEL C. CORPIS**  
ADAS II

**MR. RODRIGO C. VENDIOLA**  
ADAS II

This Office

You are hereby directed to report to the Division Office on Saturday, June 23, 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.

  
  
**WILFREDA D. BONGALOS, Ph.D., CESO VI,**  
Schools Division Superintendent