



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CITY SCHOOLS – TAGBILARAN
City of Tagbilaran



MEMORANDUM

TO : **Pablita Cabarles** **Celeste Dumas**
 Carmelita Pungay **Edwin Dantes**
 Carlyl Sonlit **Romeo Baliling**
 Jennifer Anosa **James Otero**
 Nilo Cempron **Dennis Galope**
 Lanie Gutas

FROM : **VIRGINIA C. ZAPANTA, Ed.D., CESO V**
 Schools Division Superintendent

SUBJECT : **LAWN BEAUTIFICATION OF THE NEW CITY DIVISION OFFICE**

DATE : **May 22, 2018**

The New Division Office of Tagbilaran City will be inaugurated and turned over this coming May 28, 2018. The said activity will be attended by the DepEd Regional Officials, 19 Schools Division Superintendents and Assistant Schools Division Superintendents, Local Government Unit (LGU) of the Province, City and Barangay and other stakeholders.

In this regard, you are hereby requested to beautify its lawn from May 22 to May 27, 2018. To facilitate and synchronize activities relevant to the landscaping of the new Division Office, please coordinate with Engr. Junicel T. Mancha and Mr. Joseph Barrete.

One (1) meal and two (2) snacks per day will be provided for the above-mentioned teachers in the said activity which are chargeable to local funds subject to the usual auditing and accounting rules and regulations.

For your information, guidance and compliance.


VIRGINIA C. ZAPANTA, Ed.D., CESO V
Schools Division Superintendent