



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

Email Add: dtagbilarancitydivision@yahoo.com.ph  
Telefax # (038)-501-9449 Tel #: (038) 411-3297



**MEMORANDUM**

To : Dr. Aurelia A. Clamonte - PSDS - *sm*  
Dr. Vida N. Romero - Dentist II, City DepEd - *[Signature]*  
Engr. Junicel Mancha - PDO II/Physical Facilities - *[Signature]*  
Jovenal B. Cagas - SEPS, Private School In-Charge - *[Signature]*

Subject: **CONDUCT OF OCULAR INSPECTION TO CEBU SACRED HEART COLLEGE, DAMPAS DISTRICT,  
TAGBILARAN CITY AND SUBMISSION OF INSPECTION REPORT**

Date : October 10, 2018

You are hereby directed to conduct Personnel Interview and Site Ocular Inspection to Cebu Sacred Heart College, Dampas District, Tagbilaran City on October 18, 2018 at ten to twelve o'clock (10:00 AM to 12:00 AM) in the morning likewise submit to this office the Division Inspection Report on October 22, 2018.

For your guidance and compliance.

*[Signature]*  
**VIRGINIA C. ZAPANTA, Ed. D., CESO V**  
Schools Division Superintendent *[Signature]*