



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



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July 18, 2019

DIVISION MEMORANDUM

No. 376 s. 2019

COST-CUTTING MEASURES OF ELECTRIC AND WATER CONSUMPTIONS

TO: Chief, SGOD and CID
All Other SGOD and CID Personnel
All Public Elementary and Secondary School Heads
All Others Concerned

Due to the remarkable increase of electricity and water consumption, all Schools are hereby directed to implement the following energy saving measures effective immediately:

1. Switch all air conditioning units at 8:30 AM and switch off at 4:00 PM;
 - a. Turn off all equipment, lights and individual workplace lights, when not being used;
 - b. Use the energy saving features on Personnel Computers (PCs) to shut off monitors when not in use;
 - c. Turn off comfort room lights when not in use;
 - d. Please make sure that water is turned-off when not in use;
2. For information and strict compliance.

NERI C. OJASTRO, Ed.D., CESE
Asst. Schools Division Superintendent
OIC, Office of the Schools Division Superintendent

BY:  DATE: 7/18/19