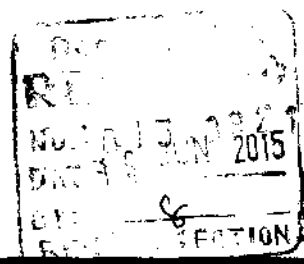


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Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
 Region VII, Central Visayas  
**SCHOOLS DIVISION OF NEGROS ORIENTAL**  
 Capitol Area, Dumaguete City



**DIVISION MEMORANDUM**

**TO :** Through the District Supervisors/School Heads  
**MA. THERESA V. AVANZADO**, Music and Arts Coordinator  
**KARLA C. PANESA**, Division Coordinator  
**REGINA ELMACO**, Ayungon District  
**JADE T. FRANCISCO**, Siaton West District  
**DAN P. ALAR**, Siaton West District I  
**JUMAR S. QUIBOT**, Amlan District  
**JACQUELINE C. BACULAD**, San Jose District  
**MILRYN T. SARNO**, Bacong District  
**IRYLL MAE S. MACAHIG**, Siaton West District II

**SUBJECT :** ENRD ON-THE-SPOT SKILLS COMPETITION

**DATE :** June 18, 2015

1. In celebration of the Philippine Environment Month, the Environment and Natural Resources Division (ENRD) has requested the Department of Education to take charge of the On-the-Spot Skills Competition (Essay Writing and Poster Making) on June 23, 2015; 8:00 AM – 5:00 PM at the Colegio de Sta. Catalina de Alexandria (COSCA) Gym.
2. You are hereby tasked to comprise the Working Committee for the said competitions.
3. In preparation, please attend the preparation meeting on **June 20, 2015 at 9:00 AM** at the Division Office (3<sup>rd</sup> Floor) to prepare the program, tally sheets, entry numbers, and registration forms. Please bring laptop and other needed materials.
4. Further, you are hereby directed to be at the contest venue at **7:30 AM on June 23, 2015**.
5. Travelling and other expenses shall be charged against School/PTA/ and other local funds subject to the usual accounting and auditing rules and regulations.
6. For compliance.

  
**SALUSTIANO T. JIMENEZ, CESO VI**  
 Schools Division Superintendent  
 6/18/15