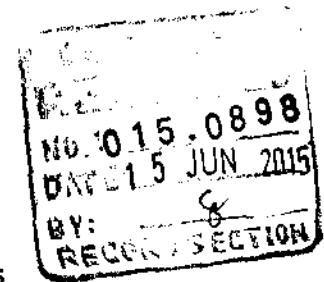




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June 15, 2015

## MEMORANDUM

TO :

**MR. ADOLF P. AGUILAR**   
EPS-ICT Coordinator

This Office

Attached is a copy of your approved authority to travel to on June 17-19, 2015 to get and receive the laptops for our office DRRM Coordinator at the DepED-Central Office.

For your information, guidance and compliance.

GOD BLESS!

  
**SALUSTIANO T. JIMENEZ, CESO VI**  
Schools Division Superintendent

STJ/bing



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(035) 225-2378 (ALS Section), (035) 225-7012 (PFSED Section), (035) 225-1640 & (035) 225-6180 (Accounting Section), (035) 422-3521 (Supply Section)

June 11, 2015

**DR. JULIET A. JERUTA**  
Schools Division Superintendent  
OIC-Office of the Regional Director  
Sudlon, Lahug, Cebu City

Madam:

Greetings!

Attached is a Memorandum from **ASEC. REYNALDO ANTONIO D. LAGUDA**, DepED-Central Office dated April 27, 2015 with the subject "Distribution of Laptops to Region and Division Disaster Risk Reduction and Management (DRRM) Coordinators.

The undersigned, would like to request authority to allow **MR. ADOLF P. AGUILAR**, Education Program Supervisor/ICT Coordinator to travel on official business on **June 17-19, 2015** at the DepED-Central Office to get and receive these laptops.

Your kind consideration and approval on this request is highly appreciated.

Thank you.

God Bless!

Very truly yours,

**SALUSTIANO T. JIMENEZ, CESO VI**  
Schools Division Superintendent

STJ/bing

APPROVED:

*Juliet A. Jeruta*  
**JULIET A. JERUTA**

Schools Division Superintendent  
OIC - Office of the Regional Director