



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM
No. 145, s. 2022

March 14, 2022

**TURNOVER OF FUNDS FROM THE FUNDRAISING ACTIVITY ENTITLED
"SERENADE FOR A CAUSE" TO THE ADOPTED SCHOOL IN SURIGAO
CITY, IPIL ELEMENTARY SCHOOL**

To: Chief Education Supervisors – (CID & SGOD)
Division Engineer
Division DRRM Coordinator
Education Program Specialist II – SMN
Division Communications Team
Three (3) Members of the Division Production Team
Administrative Aide IV – Driver
Job Order - Driver

1. This is to inform the personnel mentioned above, that the turnover of funds from the fundraising activity entitled "Serenade For A Cause" to the adopted school in Surigao City, Ipil Elementary School on **March 24-25, 2022** included the travel time.
2. The jump-off time is 6:00 o'clock in the morning on March 24, 2022 at the Schools Division Office. The DepEd van and DepEd pick-up shall be used for the said travel. Others may bring their own vehicle if they cannot be accommodated.
3. Travel and transportation expenses shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
4. For information and compliance.

CRISTY C. EPE
Schools Division Superintendent

DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED 82179

DATE: 15 MAR 2022 TIME: 10:07 AM

BY:



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