



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2023-457

To : **APRIL ROSE A. ALCALA**
JOSE ISRAEL MARAVILLES
Project Development Officer I

JAYZON CARDINES
Project Development Officer II

Subject : **CONDUCT OF OCULAR INSPECTION AT KAPATAGAN NATIONAL
HIGH SCHOOL FOR THE UPCOMING DIVISION-WIDE
LEADERSHIP CAMP 2023**

Date : September 27, 2023

In relation to Division Memorandum SGOD_2023_430 re: Division-wide Leadership Camp 2023 on September 29-October 1, 2023 at Kapatagan National High School, the Division Youth Formation Coordinators together with the Division DRRM coordinator shall be conducting an ocular inspection of the activity venue on **September 27, 2023** to finalize and secure the area needed for the camp.

Traveling expenses relative to the conduct of the activity shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.

Immediate dissemination of this Memorandum is desired.

Melanie P. Estacio
MELANIE P. ESTACIO

Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

DepEd Schools Division of Digos City
RECORDS SECTION

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