



Republic of the Philippines  
Department of Education  
Region VII, Central Visayas  
**DIVISION OF BOHOL**  
City of Tagbilaran



October 8, 2014

**UNNUMBERED MEMORANDUM**

To : Desiderio V. Deligero, Generosa Castillo, Ivory Garces, Cerlito Romero,  
Luz Salamanes, Casiana Tatad, Rosanna Villaver and the Division CI Team

Subject : ***Authority to Conduct CI Validation Data re: Voice of Customers***

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As an offshoot during the Coaching Session with Consultants from Human Capital Asia and in order to proceed to the next step of the CI methodology after conducting the Voice of the Customers for the Division Continuous Improvement (CI) Project, the Team will conduct data validation for the schools in Clarin District. This will be conducted by Mrs. Rosanna Villaver and Ms. Luz Salamanes. Mr. Cerlito Romero and Mrs. Casiana Tatad will gather MOOE data from the record book of the cashier section at the Division Office. Utmost support and cooperation to those who are involved in this activity is highly requested.

Expenses incurred relative to the conduct of the above activity shall be charged to Division HRTD funds/School MOOE funds subject to the usual accounting rules and regulations.

This serves as your travel order.

Immediate dissemination of this Memorandum is desired.

*Wilfreda D. Bongalos*  
**WILFREDA D. BONGALOS, Ph.D.**

Schools Division Superintendent

*10/8/14*  
*10/8/2014*