



Republic of the Philippines
Department of Education
Region VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF BOHOL

Office of the Schools Division Superintendent

MEMORANDUM

MLA No. 2023-016

TO: REYNO DELDA – District ALS Coordinator, Garcia Hernandez District

Subject: Meeting for ALS Strategic Planning

From: BIANITO A. DAGATAN Edd, CESO V

Date: January 18, 2023

You are requested to report to Reynas the Haven and Gardens on **January 19, 2023 at 8:30 in the morning** to attend the meeting for ALS Strategic Planning.

Relevant expenses such as travel and incidental expenses shall be charged against School MOOE/local funds subject to the usual COA rules and regulations.

This Memorandum serves as **Travel Order**.

For your information and guidance.

