

Republic of the Philippines  
Department of Education  
Region VII, Central Visayas  
**DIVISION OF CITY SCHOOLS-TAGBILARAN**  
Tagbilaran City

**DIVISION MEMORANDUM**


**To :** MR. ANTONIO ABUCEJO – DCPNHS  
MS. MICHELLE PILAYRE – DCPNHS  
MS. KAITLIN RUEDAS – DCPNHS

**From :** DR. NERI C. OJASTRO, CESE  
Asst. Schools Division Superintendent  
OIC- Office of the Schools Division Superintendent

**Subject:** FINAL EDITING AND LAY-OUTING OF BUDJONG PUBLICATION

**Date :** April 10, 2019

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1. The Division EPP/TLE/TVL publication project “BUDJONG” is already long-overdue. This Office is directing you to finalize the editing and lay-outing works in two (2) day time preferably this coming April 11 – 12, 2019. Mr. Joseph C. Barrete will coordinate you on the exact time and venue for this activity.
  2. For your services rendered during vacation, you are entitled for a service credit.
  3. For your guidance and compliance.

  
NERI C. OJASTRO, Ed.D, CESE  
OIC-Schools Division Superintendent