

RELEASED

[Signature]
MAY 21 2018
DATE



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBAONG DEL NORTE

MEMORANDUM

TO : All Elementary and Secondary School Utilities
FROM : Office of the Schools Division Superintendent
Subject : **ASSISTANCE TO THE FILING/SACKING OF BOOKS FOR DELIVERY AND DISTRIBUTION TO THE DISTRICTS**
Date : May 18, 2018

The Schools Division of Zamboanga del Norte will facilitate the immediate filing/sacking of the voluminous books stored in the Teacher's Gymnasium for distribution to the different districts. The Provincial Government will be utilized the building as their warehouse/storage.

In view of this you are directed to report to the division office on May 21-25 and on June 04-15, 2018 to assist the said activity and schedule. Travel expenses are chargeable against Division Office/MOOE local funds subject to usual accounting, auditing rules and procedures.

For strict compliance.

[Signature]
PEDRO MELCHOR M. NATIVIDAD, CSEE
Schools Division Superintendent