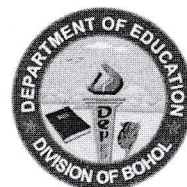


Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF BOHOL
City of Tagbilaran



Behold...
BOHOL

December 5, 2018

OFFICE MEMORANDUM

TO: ALL SCHOOL PAPER ADVISERS
Public and Private Elementary & Secondary Schools

FROM: DR. NIMFA D. BONGO, CESO V
Schools Division Superintendent

RE: URGENT MEETING FOR THE RATIFICATION OF THE ASSOCIATION'S
CONSTITUTION AND BY- LAWS

This is to inform all concerned school paper advisers that urgent meeting be held **tomorrow, December 6, 2018, at 1:00 PM, BPSTEMPC building**, Tamblot St., Tabilaran City to ratify the newly crafted constitution and by- laws of the association. This is urgent in the sense that this ratified constitution shall be forwarded to the SEC office for the association's registration.

Other urgent matters shall be deliberated. The officers are directed to prepare the power point presentation on the following:

1. Constitution and By-Laws
2. Committee reports
3. Financial reports

Travel, transportation and other incidental expenses relative to this meeting shall be charged against school MOOE/ school publication funds or any other available school funds subject to the usual COA accounting and auditing rules and regulations.

This serves as **TRAVEL ORDER**.

For proper dissemination and compliance


NIMFA D. BONGO, Ed.D., CESO V
Schools Division Superintendent