



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



**MEMORANDUM**

To : Bohol Division Culture, Arts and Sports Specialist (BDCASS)

From : Nimfa D. Bongo, Ed.D., CESO V  
Schools Division Superintendent

Subject : Assist and Officiate the 1<sup>st</sup> Congressional District Athletic Meet 2019 in Calape, Bohol

Date : October 3, 2019

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Per letter request from Mrs. Maria Mel H. Belano, Public Schools District Supervisor, Calape District, Calape, Bohol dated September 30, 2019, requesting the Bohol Division Culture, Arts and Sports Specialist (BDCASS), headed by Mr. Cirilo S. Calatrava, Division PESS/MAPEH Supervisor to give technical assistance as Tournament Managers and as Officiating Officials in all events during the 1<sup>st</sup> Congressional District Athletic Meet in Calape, Bohol on October 10-12, 2019 in the Municipality of Calape, Bohol.

In this regard, you are requested to report to Calape Central Elementary School starting October 10, 2019.

Travel expenses and per diem incurred by the BDCASS shall be charged against division/school MOOE, local SEF or any school funds subject to the usual accounting and auditing rules and regulations.

This Memorandum serves as Travel Order.

Please be guided accordingly.

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