



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

Office of the Schools Division Superintendent

MEMORANDUM

MLA No. 014, 2023

**TO:** **LENJUN M. BOISER** – Albuquerque District  
**CARMELA M. RESTIFICAR** – CID Chief, SDO  
**PERCY TORRES** – PSDS, Trinidad 2 District  
**JUVY AYENZA** – APSDS, Dagohoy District  
**SUSANA LIMBAGO** – Principal 2, Corella CES, Corella  
**ROSEMARIE LOFRANCO** – Kindergarten Master Teacher, Punta Cruz ES, Maribojoc  
**JOSEPHINE HUBAC** – Kindergarten Master Teacher, Upper de la Paz ES, Cortes  
**ROSE CORAZON GUNDAY** – Kindergarten Master Teacher, Pagahat ES, Candijay  
**LOVELY JANE APOLE** – Kindergarten Master Teacher, Canhaway ES, Guindulman  
**KAREN ENOC** – Kindergarten Master Teacher, Batuan CES

**FROM:** **BIANITO A. DAGATAN EdD, CESO V**  
Schools Division Supervision

**SUBJECT: PRE-WORK FOR THE TRAINING ON EARLY LANGUAGE,  
LITERACY AND NUMERACY FOR KINDERGARTEN TEACHERS**

**DATE: JANUARY 17, 2023**

You are requested to report to **Reynas the Haven and Gardens** on **January 21, 2023** for the **Pre-Work for the Training on Early Language, Literacy and Numeracy for Kindergarten Teachers**.

For **Lenjun M. Boiser**, you are requested to report to **Punta Cruz ES, Maribojoc** District on **January 19-20, 2023** for the video lesson preparation/shooting of a Kindergarten class.

You are entitled to Service Credits/Compensatory Overtime Credits for services rendered on **January 21, 2023 (Saturday)** in accordance to the existing guidelines.

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

This Memorandum serves as **Travel Order**.

For your information and guidance.



0050 Lino Chatto Drive Barangay Cogon, Tagbilaran City, Bohol  
Tel No.: (038) 411-2544

Behold...  
**BOHOL**