



DIVISION MEMORANDUM

No. 113 s. 2018

To: Public Schools District Supervisors/ District In-charge
Elementary and Secondary School Heads
All Teaching and Non-Teaching Personnel
Division Office Personnel

From: 
RANDOLPH B. TORTOLA
Schools Division Superintendent

Subject: **PRESCRIBING ENERGY CONSERVATION MEASURES IN ALL THE OFFICES OF DEPED MISAMIS ORIENTAL DIVISION.**

Date: March 5, 2018

1. In the light of continuing rise in the cost of fuel which calls for the institution of urgent energy conservation, this Office directs all the employees of DepEd Misamis Oriental Division to shut off all lights, water, air conditioners and other electrical appliances/ equipments during non-working hours.
2. This Office also directs all employees to leave the Office at exactly 6:30 in the evening EXCEPT for flexie time and overtime approved by the Schools Division Superintendent.
3. For compliance.

RBT/sgod_cbo



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