



MEMORANDUM

No. 547, series 2018

TO : **MARIE ZOE A. BARBACENA**  
Teacher I  
SSG Adviser

**MARY THERESE P. RIDAO**  
Division Federated SSG President  
Jasaan National High School

FROM :   
**RANDOLPH B. TORTOLA**  
Schools Division Superintendent

SUBJECT : **PARTICIPATION TO THE PROVINCIAL YOUTH  
DEVELOPMENT COUNCIL MEETING**

DATE : September 21, 2018

1. You are hereby advised to attend the Provincial Youth Development Council Meeting on September 25, 2018, 8:00AM-4:00PM, at Liga ng Barangay, 2<sup>nd</sup> floor of Provincial Veterinary Office, A. Velez Street, Capitol Compound, Cagayan de Oro City.
2. Travelling and other incidental expenses shall be charged against school MOOE funds subject to usual accounting and auditing rules and regulations.
3. Please be guided accordingly.

RBT/SGOD/cabiasa