



Department of Education  
Region III  
DIVISION OF ANGELES CITY  
Jesus St., Pulungbulu, Angeles City



SEP 29 2016

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By \_\_\_\_\_  
DepED Angeles City  
Division of City Schools

September 28, 2016

**DIVISION MEMORANDUM**  
No. 301 s. 2016

**TRAVEL AUTHORITY OF REGIONAL OFFICE PERSONNEL**

To: Curriculum Implementation Division  
School Governance and Operations Division  
Office of the Schools Division Superintendent  
Principals of Public Elementary and Secondary School Heads

1. As articulated in the Regional Memorandum dated September 23, 2016, all invitations to the regional office personnel must have a letter of request signed by the Schools Division Superintendent addressed to the Regional Director before and intelligent action can be taken (official business, official time or regret).
2. Invitation from other agencies shall be treated similarly for notation and action of the Regional Director.
3. For information and strict compliance.

  
MARIA CELINA L. VEGA  
Office-in-Charge  
Office of the Assistant Schools Division Superintendent