Division Memorandum No. 628, s. 2016

TO: NORELIZA A. MISAL
   Accountant III

FROM: DEE D. SILVA, DPA, CESO VI
   Schools Division Superintendent

SUBJECT: Capacity Building Seminar on the Revised Implementing Rules and Regulations
   (IRR 2016) of R.A. 9184

DATE: October 18, 2016

1. In view of the unavailability of Analiza C. Almazan, Head - BAC Secretariat, you are hereby
directed to attend the Enhancement Seminar on the Revised IRR of R.A. 9184 on October 19-
21, 2016 on her stead to be held at Royal Mandaya Hotel, Davao City.

2. The registration fee of Four Thousand Five Hundred Pesos Only (P 4,500.00) per head
payable to the Regional Association of Local Government Budget Officers XI and travel and
other incidental expenses of the participants may be chargeable against school MOOE/local
funds subject to the usual accounting and auditing rules and regulations.

3. For your information and compliance.