



Republic of the Philippines
Department of the Interior and Local Government
Regional Office IV-A



April 3, 2018

SUBJECT:

ATTENDANCE TO ORIENTATION OF THE NATIONAL LITERACY AWARDS GUIDELINES

In the interest of the service, LGOO IV JONALYN CATE V. MAGCAYANG is hereby directed to attend the above-mentioned activity on April 11- 13, 2018 at La Fortuna Hotel, A. Borromeo Street, Cebu City.

Payment of travelling expenses is hereby authorized subject to the availability of funds and the usual standard accounting and auditing rules and regulations. Post Activity Compliance Report shall be submitted within 3 days after the said activity.

MANUEL Q. GOTIS, CESO III
Regional Director



"Matino, Mahusay at Maaasahan"