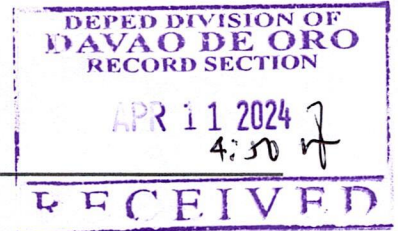




Republic of the Philippines  
**Department of Education**  
 REGION XI  
**SCHOOLS DIVISION OF DAVAO DE ORO**



Office of the Schools Division  
 Superintendent

April 5, 2024


**OFFICE MEMORANDUM**

No. 036, s. 2024

**AGENCY AUTHORIZED OFFICERS (AAO) AND ELECTRONIC REMITTANCE  
 FILE (ERF) HANDLER RE-ORIENTATION SEMINAR**

To: **NORBERTO S. MANLANGIT**, Administrative Officer V  
**OFELIA S. TATAD**, Administrative Officer II  
**CHERRY MAE A. PAICAN**, Administrative Clerk I  
 This Office

- Attached is a memorandum dated March 5, 2024 from ELMER C. BAGUIO, Department Manager, Membership Department, Visayas-Mindanao Group, Government Service Insurance System (GSIS), Financial Center, Pasay City, Metro Manila, informing the conduct of Agency Authorized Officers (AAO) and Electronic Remittance File (ERF) Handler Re-orientation Seminar at Molave Hotel, Osmeña St., Tagum City on April 15, 2024, Monday.
- As the identified participants, you are hereby advised to attend the said activity on official business.
- Registration, travel, and other allowable incidental expenses incurred in attendance to the above-mentioned activity shall be chargeable against Division MOOE, subject to the usual accounting and auditing rules and regulations.
- Dissemination of this Memorandum to all concerned is desired.

  
**CRISTY C. EPE, CESO V**  
 Schools Division Superintendent



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Doc. Ref. Code	PAWIM-F-019	Rev	00
Effectivity	09.12.22	Page	1 of 1