



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY

MEMORANDUM No. 221,
Series of 2022

FOR : OFFICE OF THE CITY MAYOR

SUBJECT : REQUEST FOR THE ISSUANCE OF TRAVEL ORDER FOR THE PARTICIPATION TO DEPED REGIONAL AND NATIONAL INVITATION SPORTS COMPETITION

THRU : **ATTY. ANACLETO REI A. LACANILAO III**
Chief-of-Staff/City Administrator

DATE : 16 MAY 2021

Greetings!

The **DepEd - Schools Division of Tacloban City** will participate the **Regional Invitational Sports Competition for Athletics Events on May 18-21, 2022**, at **Ormoc City** and the **National Invitational Sports Competition for Volleyball Girls Event on May 23-28, 2022**, at **Dumaguete City** as well as for the **Athletics Events on May 27-June 1, 2022**, at **Iloilo City**.

In connection thereof, may I humbly **request** for the **issuance** of **Travel Order of RICHELLE CAMPO** who will serve as the **Disbursing Officer** during the participation to the sports events stated above.

Attached herewith are the memorandums issued by DepEd Regional Office (RM No. 372, s. 2022 & RM No. 409, s. 2022), Unnumbered Office of the Undersecretary Memorandum entitled "National Invitational Sports Competition" dated 21 March 2022, and Local School Board Resolution No. 2022-05-011 for your reference.

For concerns, you may contact the **SDO Tacloban City - Division Sports Office** through the **Division Sports Officer CRISVILL M. VILLAMOR** at **09085564721** or email at **crisvill.villamor@deped.gov.ph**.

Thank you.

MARIZA S. MAGAN EdD, CESO V
Schools Division Superintendent

