



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

MEMORANDUM No. 291,
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 : 18 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 **one of your personnel** who will serve as the **Designated Inspector** for the procurements 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

