



Republic of the Philippines
Department of Education
Region XII
Division of Sarangani
Alabel



Division Memorandum
No. 94, s. 2015


TO : **LORETO GINDAP**
Principal I, Alabel National High School

LUZ BERSE
Principal I, Kawas National High School

SUSAN SUMAGKA
Principal I, Alegria National High School

MICHELINE CABANLIT
Principal I, Malapatan National High School

JORGE LIANSING
Principal I, Alabel National Science High School

FROM :  **ISAGANI S. DELA CRUZ, CESO V**
Schools Division Superintendent

SUBJECT : **OFFICE IN-CHARGE OF THE DIVISION OFFICE**

DATE : March 10, 2015

In view of the conduct of Seminar-workshop for all division personnel on the Results-based Management System cum Annual Implementation Workshop on March 12-14, 2015 at Sun City Suites, General Santos City, you are hereby designated to be in charge of the Division Office on the said dates. You are hereby order to report to the following offices:

Loreto Gindap	- Office of the Schools Division Superintendent
Jorge Liansing	- Office of the Asst. Schools Division Superintendent
Luz Berse	- Office of the Curriculum Implementation Division
Susana Sumagka	- Office of the School Governance and Operations Division
Micheline Cabanlit	- Office of the Administrative Services Division

You shall represent these offices in meetings which call for their presence. You shall act on routine matters of these Offices. Matters which need policy-determining decisions, signing of checks and other documents and appointments of personnel shall be held in abeyance until the regular employees have returned to their respective offices.

Your designation is effective only on March 12-14, 2015.

For your information, guidance and strict compliance.

Cc: AO/SGOD/CID/finance