



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

July 04, 2025

DIVISION MEMORANDUM


No. 553 s. 2025

**ADVISORY NO. 1 TO DIVISION MEMORANDUM NO. 541 S. 2025 RE:
ASSIGNMENT/REASSIGNMENT OF ELEMENTARY AND SECONDARY SCHOOL
HEADS IN SDO CATANDUANES**

TO: OIC-Assistant Schools Division Superintendent
CID & SGOD Chief and Personnel
OSDS Unit Heads and Personnel
Elementary and Secondary School Heads
All Others Concerned

1. Relative to Division Memoranda Nos. 541 and 548 s. 2025 titled: "Assignment/Reassignment of Elementary and Secondary School Heads in Catanduanes" and "Corrigendum and Addendum to Division Memorandum No. 541 s. 2025," please be informed that the Schools Division Office – Personnel and Records Section will be open on Saturday, July 5, 2025, 8:00 AM to 5:00 PM, for the submission of Clearances and release of Assignment and Designation Orders.
2. Other provisions stated in the Division Memoranda Nos. 541 and 548 s. 2025 shall remain in effect.
3. For information and guidance.

By Authority of the OIC-Schools Division Superintendent:


ATTY. NORLITO JR. P. AGUNDAY
Division Legal Officer
Officer-In-Charge



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