



Republic of the Philippines
Department of Education
Region V - Bicol
SCHOOLS DIVISION OFFICE OF CATANDUANES

DEPARTMENT OF CATANDUANES
RECORDS SECTION
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BY: [Signature]
DATE: 03 JUL 2023 11:20

UNNUMBERED MEMORANDUM:
OSDS-PER-UM-07-03-2023/MBL

TO : Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors/In-Charge of Districts
Elementary and Secondary School Heads
Administrative Officers (Elementary & Secondary)
All Others Concerned

FROM : 
SOCORRO V. DELA ROSA, CESO V
Schools Division Superintendent

SUBJECT: CORRIGENDUM TO DIVISION MEMORANDUM No. 253 s. 2023 Dated JUNE 29, 2023 re: REVISED POLICY GUIDELINES ON THE TRANSFER OF TEACHERS IN THE SCHOOLS DIVISION OFFICE OF CATANDUANES

DATE : July 3, 2023

1. In connection with the Division Memorandum No. 253, s. 2023, re: Revised Policy Guidelines on the Transfer of Teachers in the SDO of Catanduanes, the following are the corrections:
 - Item V- The following may serve as guide in the decision on who to transfer in the exigency of service:
 - b. **Non-residents** of the barangay or municipality where the school is located;
 - c. **Residents** of the barangay or municipality of the proposed recipient school
 - Revised Annex A (Applicant's Information) – can be downloaded thru bit.ly/CAVforTransfer
2. For information and guidance.

MBL/UM-CORRIGENDUM TO DM NO. 253 S. 2023
057 / JULY 3, 2023



APPLICANT'S INFORMATION

Name:	
Contact Number:	
Present School Assignment:	
District <i>(for Elementary Only):</i>	
Area of Specialization <i>(for JHS & SHS Only):</i> <i>Pls. include Track (for SHS teachers)</i>	
Original Date of Appointment:	
No. of Years & Months in Present School Assignment:	
Preferred/Identified School to Transfer: <i>(Please include the District for Elementary)</i>	
1st Priority School	
2nd Priority School	
3rd Priority School	

I hereby certify that all information above are true and correct, and of my personal knowledge and belief, and the documents submitted herewith are true and correct.

Name and Signature of Applicant