

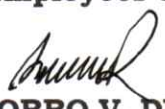


Republic of the Philippines  
**Department of Education**  
 Region V - Bicol  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**

**UNNUMBERED MEMORANDUM:**

OSDS-ADMIN-UM-05-29-2023

**TO :** Section/Unit Heads  
 All Employees of the Division Office

**FROM :**   
**SOCORRO V. DELA ROSA**  
 Schools Division Superintendent

**DATE :** **MAY 29, 2023**

**SUBJECT :** **IN-CHARGE OF FLAG RAISING AND LOWERING OF  
 FLAG, JUNE, 2023 AND JULY, 2023**



Hereunder is the monthly schedule of assignment for the Flag Raising and Lowering Ceremonies every Monday morning and Friday afternoon for the month of **June** and **July, 2023** as part of Office Rules and Regulations pursuant to **R.A. No. 8491, s. 1998** known as “**The Code of the National Flag, Anthem, Motto, Code-of-Arms and other Heraldic Items and Devices of the Philippines**”.

DATE	SECTION-IN-CHARGE	POINT PERSON
<b>JUNE, 2023</b>		
<b>5-Monday 9-Friday</b>	<b>School Governance and Operations Division (SGOD)</b>	Mary Jean S. Romero
<b>13-Tue 16-Friday</b>	<b>Administrative Department (Admin, Personnel, Cashier, Records, Supply)</b>	Eva S. Tolentino/Marichelle Llave, Liza Bernardo/Cristina Barrameda/Cherie Perez
<b>19-Monday 23-Friday</b>	<b>Finance Department (Accounting, Budget)</b>	James O. Aguinalde/ Ma. Cielo C. Tubale
<b>26-Monday 30-Friday</b>	<b>SDS/ASDS/LEGAL Office/IT Section</b>	Socorro V. Dela Rosa/ Ma. Luisa T. Dela Rosa/Atty. Norlito Jr. P. Agunday/Jennifer B. Metica
<b>JULY, 2023</b>		
<b>3-Monday 7-Friday</b>	<b>Curriculum Implementation Division (CID)</b>	Romel G. Petajen
<b>10-Monday 14-Friday</b>	<b>School Governance and Operations Division (SGOD)</b>	Mary Jean S. Romero
<b>17-Monday 21-Friday</b>	<b>Administrative Department (Admin, Personnel, Cashier, Records, Supply)</b>	Eva S. Tolentino/Marichelle Llave, Liza Bernardo/Cristina Barrameda/Cherie Perez
<b>24-Monday 28-Friday</b>	<b>Finance Department (Accounting, Budget)</b>	James O. Aguinalde/ Ma. Cielo C. Tubale
<b>31-Monday 4-Friday</b>	<b>SDS/ASDS/LEGAL Office/IT Section</b>	Socorro V. Dela Rosa/ Ma. Luisa T. Dela Rosa/Atty. Norlito Jr. P. Agunday/Jennifer B. Metica

For information, guidance and strict compliance.



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