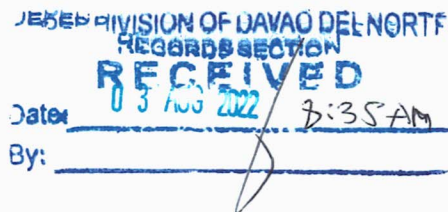




Republic of the Philippines
Department of Education
REGION XI

SCHOOLS DIVISION OF DAVAO DEL NORTE



Office of the Schools Division Superintendent

August 1, 2022

DIVISION MEMORANDUM

No. 1028, s. 2022

To: **JOSEPH HENRY L. TUNA**
School Principal I

From: The Office of the Schools Division Superintendent

Subject: Re-assignment to Antonio V. Fruto Sr. National High School

In the exigency of the service, you are hereby informed of the re-assignment from Dujali National High School to Antonio V. Fruto Sr. National High School effective immediately.

It is advised that you assume all accountabilities and responsibilities as School Head of Antonio V. Fruto Sr. National High School including the implementation of the School Improvement Plan (SIP) and the school Annual Implementation Plan (AIP), preparation and implementation of the Instructional Supervisory Plan, facilitate preparation and submission of urgent reports required by the DepEd higher Offices and other national agencies, monitor the smooth and orderly performance/ implementation of the programs, projects and activities of the Department and manage the efficient and effective utilization of resources in the aforesaid.

It is expected that you secure clearance from money, property and other accountabilities in your present school before reporting to your new station, the Antonio V. Fruto Sr. National High School.

This designation does not carry with it additional remuneration nor priority in promotion and is TEMPORARY in nature, subject to recall when deemed necessary.

Please be guided accordingly.

DEE D. SILVA, DPA, CESO V
Schools Division Superintendent

Copy furnished:

The Municipal Mayor
Municipality of B.E. Dujali
The Resident Auditor
Commission of Audit
Planning Section
Accounting Section
Personnel Section
Records Section

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