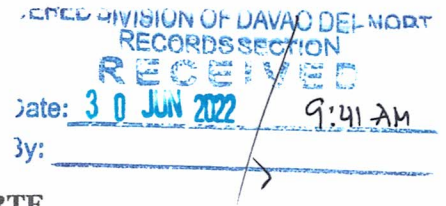




Republic of the Philippines
Department of Education
REGION XI

SCHOOLS DIVISION OF DAVAO DEL NORTE



Office of Schools Division Superintendent

MEMORANDUM 844, s. 2022

To: **JANICE A. FERNANDEZ**
Public Schools District Supervisor
Curriculum Implementation Division

From: The Office of the Schools Division Superintendent

Subject: Public Schools District Supervisor of Kapalong West District

Date: June 28, 2022

In the exigency of the service, you are hereby informed of your assignment as the Public Schools District Supervisor of Kapalong West effective June 28, 2022.

As such, you are to assume all accountabilities and responsibilities as Public Schools District Supervisor of Kapalong West District including:

- The conduct of instructional supervision;
- Provision of technical assistance in school management and curriculum implementation;
- Establishing a conducive physical environment for learners and school workers;
- Sustaining strong and harmonious partnerships and collaboration among stakeholders in order to improve access to and delivery of quality basic education.

It is expected that you secure clearance from money, property and other accountabilities in your present school before reporting to your new station, Kapalong West District.

Please be guided accordingly.

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

Copy furnished:

The Municipal Mayor
Municipality of Kapalong
The Resident Auditor
Commission of Audit
Planning Section
Accounting Section
Personnel Section
Records Section

