



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

DEPED DIVISION OF DAVAO DEL NORTE
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Office of the Schools Division Superintendent

30 Jun 2022

DIVISION MEMORANDUM
No. 245, s.2022

To: **FAITH KATHERINE A. CORPUZ**
Head Teacher II
San Miguel Primary School, San Isidro District

From: The Office of the Schools Division Superintendent

Subject: Designation as Assistant to the Office of the School Principal of Cambanogoy Central Elementary School, Asuncion District

In the exigency of the service, you are hereby informed of your reassignment from San Miguel Primary School, San Isidro District to Cambanogoy Central Elementary School, Asuncion District.

It is advised that you assume all accountabilities and responsibilities as Assistant to the Office of the School Principal for Cambanogoy Central Elementary School, Asuncion District including assistance in the preparation and implementation of the School Improvement Plan (SIP), School Annual Implementation Plan (AIP), and Instructional Supervisory Plan, facilitate preparation and submission of urgent reports required by the DepEd higher Offices and other national agencies, assist in the monitoring of the smooth and orderly performance/implementation of the programs, projects and activities of the Department and help manage the efficient and effective utilization of the school's resources.

It is expected that you secure clearance from money, property, and other accountabilities in your present school before reporting to your new station, the Mabuhay Elementary 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 Asuncion
The resident Auditor
Commission on Audit
Planning Section
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