



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

Office of the Schools Division Superintendent

**OFFICE MEMORANDUM**

CID-2023-0145

To: **Grace Santa T. Daclan**  
Education Program Supervisor

Subject: Designation as Division Innovation Coordinator

Date: October 24, 2023

1. In the exigency of service, you are hereby designated as Division Innovation Coordinator effective today, October 24, 2023. As Coordinator, you are expected to perform your duties and responsibilities in implementing the activities related to innovation and pre-evaluate proposals from the Division schools.
2. This designation does not carry any additional remuneration.

**REYNALDO B. MELLORIDA, CESO V**  
Schools Division Superintendent

CID/eca

