DIVISION MEMORANDUM
No. 297 Series of 2017

TO : PETER-JASON C. SENARILLOS
     Education Program Specialist II
     Social Mobilization and Networking

FROM : DEE D. SILVA, DPA, CESO VI
     Schools Division Superintendent

SUBJECT : DESIGNATION ORDER
           DIVISION BRIGADA ESKWELA PROGRAM
           ALTERNATE FOCAL PERSON

DATE : May 4, 2017

In the exigency of the service, you are hereby designated as the Division BRIGADA ESKWELA Program Alternate Focal Person. With this, you shall have the following duties and responsibilities:

1. Coordinate with the Division BRIGADA ESKWELA Focal Person;
2. Handle related activities promoting BRIGADA ESKWELA Program;
3. Provide technical assistance to the School BRIGADA ESKWELA Program Coordinators;
4. Participate in various activities and events deem necessary by DepEd R.O. XI and this office; and
5. Submit documents and reports as required.

This assignment/designation is in addition to your regular functions as Education Program Specialist II, with the attributes inherent and related thereto. This assignment/designation takes effect on May 4, 2017.

Please be guided accordingly.