Division Memorandum
No. 354 s. 2017

TO: Mrs. Evangeline A. Herman
Education Program Supervisor
School Governance and Operation Division

1. In the exigency of the service you are designated as Officer-In-Charge of the School Governance and Operation Division. Mr. E. Hugo’s leave of absence is on June 1 to 26, 2017. This designation shall be in force on June 1, 2017 until rescinded for cause.

2. Further, this designation carries with it all the duties and responsibilities inherent to the Office of the Chief Education Supervisor of SGOD, hand-in-hand with your function as this Division’s SBM Coordinator and does not in any way influence promotion in the future.

3. Please be guided accordingly.

FELICIANO A. TAMONDONG JR., Ed.D, CESO VI
Assistant Schools Division Superintendent
OIC-SDS

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