DIVISION MEMORANDUM
No. 726, s. 2018

TO: BEVERLY S. DAUGDAUG, EdD
CID Chief

Attention: HELEN A. CASIMIRO
PSDS

SUBJECT: RETRIEVAL OF VARIOUS FILES OF SCHOOLS AND TEACHING AND NON-TEACHING PERSONNEL FROM DEPED REGIONAL OFFICE

1. In reference to Regional Memorandum dated July 25, 2018, this office directs Mrs. Helen A. Casimiro, to retrieve various files on accreditation and permitting of schools, original and photocopied files submitted for scholarship and searches of outstanding teaching and non-teaching personnel from DepEd Regional Office XI on August 10, 2018.

2. Other details concerning the said retrieval are found in the attached Regional Memorandum.

3. Travelling expenses shall be charged to local funds or Division MOOE subject to the usual accounting and auditing rules and guidelines.

For compliance.

WINNIE E. BATDONG, EdD, CESE
Officer-In-Charge
Office of the City Schools Division Superintendent

References: Regional Memorandum: Retrieval of various files of schools and teaching and Non-Teaching Personnel
To be indicated in the Perpetual Index under the following program/subject:
Operations

RETIRED SCHOOLS Division of Digos City

August 8, 2018
MEMORANDUM

TO: Schools Division Superintendents

SUBJECT: RETRIEVAL OF VARIOUS FILES OF SCHOOLS AND TEACHING AND NON-TEACHING PERSONNEL

DATE: July 25, 2018

1. The DepEd Regional Office XI is on its process of clearing all the original and photocopied files submitted purposely for accreditation and permitting of schools and various scholarship and searches of outstanding teaching and non-teaching personnel.

2. This Office advises all Schools Division Offices (SDOs) to retrieve the said original and photocopies at the Curriculum and Learning Management Division (CLMD) Office on or before July 31, 2018, and facilitate to return to the concerned personnel the said files.

3. For compliance.

ATTY. ALBERTO T. ESCOBARTE, CESO 111
Regional Director

ROCS/clmd/mpv

DEPARTMENT OF EDUCATION
RECORDS SECTION
RELEASED
By: 1809-42-32
Date: 7/25/18, Time: 3:31