DIVISION MEMORANDUM
No. 340, s. 2018

November 21, 2018

DESIGNATION ORDER

To: MS. ALELI M. CHIONG – ADMINISTRATIVE OFFICER IV – Primary
   MR. STEPHEN R. PASCUAL – INFORMATION TECHNOLOGY OFFICER I – Alternate

1. In the exigency of the service, you are hereby DESIGNATED as the AUTHORIZED ADMINISTRATIVE OFFICERs (AAOs) of the GOVERNMENT SERVICE INSURANCE SYSTEM (GSIS) of this Office.

2. As such, you shall perform the duties and responsibilities enshrined in the Agency Authorized Officer (AAO) Commitment Form.

3. It is understood that you shall be given additional assignments/tasks of the Schools Division of Digos City in the exigency of the service.

4. This Designation Order shall take effect immediately and remains valid until revoked by a subsequent memorandum from the Office of the Schools Division Superintendent.

5. For compliance,

WINNIE E. BATOON, Ed. D.
Officer-in-Charge
Office of the Schools Division Superintendent

Conforme:

Date

Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002  Ph. (082) 553-8366 | (082) 553-8378 | (082) 553-9170 | (082) 553-8375
info@digos.deped.gov.ph - digos.city@deped.gov.ph
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WINNIE E. BATOON, Ed. D.
Officer-in-Charge
Office of the Schools Division Superintendent

Conforme: 11-22-2018

Date