DIVISION MEMORANDUM
No. 144, series of 2019

ASSIGNMENTS OF SCHOOL PERSONNEL FROM DIGOS CITY NATIONAL HIGH SCHOOL DURING THE CONDUCT OF 2019 ENGLISH PROFICIENCY TEST (EPT) FOR TEACHER-APPLICANTS AND SEA-PLM EXAM

TO: ROGER A. MANAPOL, EdD
Principal IV, Digos City National High School

Attention: MR. CARLITO B. PIUS
DiCNHS Staff

1. Relative to the conduct of the 2019 English Proficiency Test (EPT) for Teacher-Applicants on February 17, 2019 at Digos City National High School and the conduct of SEA-PLM Exam on February 19, 2019, Mr. Carlito B. Pius is hereby directed to do the following tasks:

a. Fetch the Bureau of Education Assessment (BEA) personnel on February 17, 2019 at around 5:00 o'clock in the morning at F. Bangoy International Airport, Davao City with the Division Personnel
b. Fetch the BEA personnel with the Division Personnel from your school going to Rizal Central Elementary School on February 19, 2019 at around 6 o'clock in the morning and send to him off to Davao City on the same date.

2. Travel expenses and other incidental expenses will be charged to local funds subject to the existing accounting and auditing rules and regulations.

3. For your information and compliance.

WINNIE E. BATTOON, EdD
Officer-In-Charge
Office of the Schools Division Superintendent