



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



39749

DIVISION MEMORANDUM
No. 666, s. 2019

August 23, 2019

DESIGNATION OF MR. ALBERT JEROME C. ANDRES AS OFFICER-IN-CHARGE OF THE PERSONNEL DIVISION – DEPED CENTRAL OFFICE

To: **ALL PERSONNEL OF THE DIVISION OF DIGOS CITY:
TEACHING AND NON-TEACHING**

1. Pursuant to the unnumbered Memorandum dated August 15, 2019 of Evelyn R. Fetalvero, CESO V, Assistant Regional Director, Officer-In-Charge of the Office of the Regional Director, Department of Education, Regional Office XI, Davao City, you are hereby informed of the designation of **MR. ALBERT JEROME C. ANDRES** as Officer-in-Charge of the Personnel Division, Department of Education Central Office, effective August 1, 2019.
2. In view thereof, all communication which shall be sent to his office shall bear the following:

ALBERT JEROME C. ANDRES
Supervising Administrative Officer
Officer-In-Charge, Personnel Division
DepEd Central Office
DepEd Complex, Meralco Avenue, Pasig City 1600

3. For immediate dissemination and compliance.

FOR AND IN THE ABSENCE OF:

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


MELANIE S. ESTACIO, Ph.D.
OFFICER-IN-CHARGE
OFFICE OF THE ASSISTANT SCHOOLS DIVISION SUPERINTENDENT

DepEd Schools Division Office - Digos City
RECORDS SECTION

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39749
DATE: **23 AUG 2019** TIME: **1:30 PM**
BY: 



Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION XI
Davao City



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Contact/Tel/fax Numbers: (082) 291-1665/(082) 221-6147

Email: region11@deped.gov.ph
Website: www.depedroxi.ph

MEMORANDUM

To : Schools Division Superintendents/OIC-SDSs
Regional Chiefs of Divisions
This Region

Subject: DESIGNATION OF MR. ALBERT JEROME C. ANDRES
AS OFFICER-IN-CHARGE OF PERSONNEL DIVISION –
DEPED CENTRAL OFFICE

Date : August 15, 2019

This is to inform all Schools Division Offices, this Region, on the designation of Mr. Albert Jerome C. Andres as the Officer-In-Charge of Personnel Division, DepEd Central Office, effective August 1, 2019.

For immediate dissemination.


EVELYN R. FETALVERO, CESO V
Assistant Regional Director
Officer-In-Charge
Office of the Regional Director

Enclosed: As Stated.

ROA3/PS/jtg

DEPARTMENT OF EDUCATION ROXI
RECORDS SECTION
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By: 
Date: 08/20/19 Time: 3:35 pm
1908-3650

Empowerment Adaptability Goal-oriented Leadership Excellence

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Document Number : ROXI-114
Version Number : 2.0
Revision Number : 0
Date of Effectivity : July 15, 2019



Certificate Number: AJA19-0287



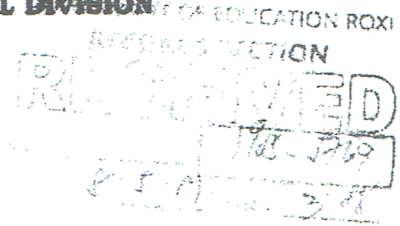
Republic of the Philippines
Department of Education

02 AUG 2019

OFFICE ORDER
OO-OSEC-2019-**071**

**DESIGNATION OF MR. ALBERT JEROME C. ANDRES
AS OFFICER-IN-CHARGE OF PERSONNEL DIVISION**

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Division Chiefs
All Others Concerned



1. Upon the recommendation of Atty. Revsee A. Escobedo, Officer-In-Charge, Office of the Undersecretary for Personnel, Welfare, and Field Operations, and in view of the reassignment of Mr. Francis Allen B. Dela Cruz, Chief Administrative Officer, Personnel Division (PD), and designation as Officer-In-Charge (OIC) of the Employee Welfare Division, Bureau of Human Resource and Organizational Development, **Mr. Albert Jerome C. Andres**, Supervising Administrative Officer, is hereby designated anew as OIC, PD, effective August 1, 2019, for a period of one (1) year, unless sooner revoked by the undersigned.

2. **Mr. Andres** shall sign official correspondence in the following manner:

ALBERT JEROME C. ANDRES
Supervising Administrative Officer
Officer-In-Charge, Personnel Division

3. As OIC, **Mr. Andres** shall be entitled to representation and transportation allowances (RATA), except the salary of the position of Division Chief.

4. Immediate dissemination of and strict compliance with this Order is directed.


LEONOR MAGTOLIS BRIONES
Secretary