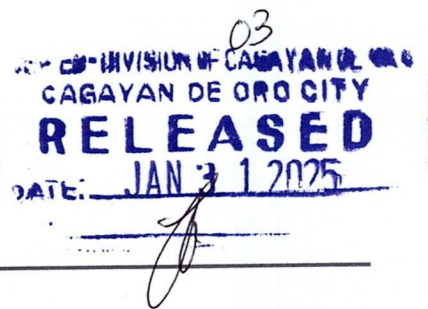




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

31 January 2025

OFFICE ORDER
OO-OSDS-2025-001

UPDATED ASSIGNMENTS OF DESIGNATED DRIVERS

To: CYRIL JAMES B. CASINILLO - Administrative Aide IV
MARLON NEIL N. FILIPINO – Administrative Aide IV
EDWIN G. JERUSALEM – Administrative Aide IV
MICHAEL B. SARILLA, JR. - Administrative Aide IV
NESTOR U. CANILLAS, JR. – Administrative Aide III
JASON A. RABANES - Administrative Aide III

1. In view of the newly appointed Administrative Aide IV – Driver and for purposes of accountability of usage and maintenance of government motor vehicle, this Division, the following are the updated assignments, to wit:

MOTOR VEHICLE	DESIGNATED DRIVER	ALTERNATE DRIVER
TOYOTA HILUX PICKUP	CYRIL JAMES B. CASINILLO	MARLON NEIL N. FILIPINO
TOYOTA HI ACE VAN	JASON A. RABANES	MICHAEL B. SARILLA JR.
MITSUBISHI STRADA PICKUP	NESTOR U. CANILLAS, JR.	EDWIN G. JERUSALEM

2. All drivers are reminded of the appropriate usage of the assigned vehicles and to ensure that all service vehicles are in good running condition following routine/periodic preventive maintenance. Moreover, use of appropriate uniform and attendance to regular flag raising ceremony is hereby mandated.

3. In the event that the designated/alternate drivers are free from official travel, all shall report to their assigned offices to perform their general support services functions as maybe assigned by the Administrative Officer V for administrative Services.

4. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment is accorded to all personnel regardless of disability, sexual orientation, gender, age, religion, and ethnicity.

5. This Office directs immediate compliance of this Order.

ROY ANGELO E. GAZO
Schools Division Superintendent

OO-001-OSDS-AS-GS-RBSMB
January 31, 2025



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