



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

135
DIVISION OF CAGAYAN DE ORO CITY
RELEASED
DATE: AUG 19 2024

Office of the Schools Division Superintendent

MEMORANDUM

TO : JEANETTE D. ALONZO
MARDY MAE G. PAGADOR
KENT IAN P. COLITA

THRU: THE SCHOOL HEADS

Agusan NHS
Bugo CS
Puerto NHS

FROM : ROY ANGELO E. GAZO
Schools Division Superintendent
Office of the Schools Division Superintendent

SUBJECT : ADDITIONAL SCHOOL ASSIGNMENT AS ADAS III

DATE : August 19, 2024

In the exigency of service, you are advised to perform duties and responsibilities of **Administrative Assistant III** of the following schools listed below on behalf of **Anna Marie L. Labial** effective immediately until such time that she will be back from her maternity leave. Please coordinate with the **School Heads** of the said schools regarding this matter.

NAME	SCHOOL ASSIGNMENT
Jeanette D. Alonzo	Bugo NHS
Mardy Mae G. Pagador	Tablon NHS
Kent Ian P. Colita	Tablon ES and Linangohan ES

For information and strict compliance.



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