



Republic of the Philippines

Department of Education

Region XI
SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

July 4, 2024

DIVISION MEMORANDUM

No. 0124, s. 2024

OFFICER-IN-CHARGE, OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

To: **BASILIO P. MANA-AY, JR., CESO VI**
Assistant Schools Division Superintendent

1. In view of the official travel of the undersigned to attend the 2024 National Festival of Talents and 2024 Palarong Pambansa on **July 6-16, 2024** at Naga City and Cebu City respectively, please be advised of your designation as Officer-in-Charge, Office of the Schools Division Superintendent on the said dates.
2. In this regard, you may sign/approve routinary communications where the undersigned basically affixes her signature, **except** financial documents, exclusive of Personnel Services, to be signed by **Janwario E. Yamota**, Chief Education Supervisor, Curriculum Implementation Division.
3. Other policy-determining matters/communications processed/prepared shall be referred/forwarded to the undersigned for appropriate action.
4. Be advised to submit to the undersigned upon her return the consolidated report in a matrix form of all acted communications/documents for review and/or information.


JINKY B. FIRMAN, PhD, CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

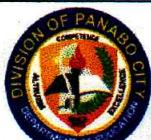
RELEASED

JUL 04 2024

RECORDS SECTION, DO PANABO CITY
BY 

Copy Furnished:

DepEd Regional Office XI, CID, SGOD, COA-Panabo, CSC – Davnor File



Schools Division of Panabo City
City Hall Compound, Panabo City
Tel. No. (084) 823-1469
Email: panabocity.division@deped.gov.ph



DepEd Panabo:
Empowering Champions in Education
through Journeying, Blending and Fostering commitment in
providing quality education, MATATAG for all.