



Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF PANABO CITY**

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Office of the Schools Division Superintendent

**DIVISION ORDER**

No. 01/21 s. 2024

**ADDITIONAL SCHOOL ASSIGNMENT**

To: **MARK DONNEL D. CUBERO**, Administrative Officer II

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1. In the exigency of the service, and in view of D.O. 2, s. 2024 re: Immediate Removal of Administrative Tasks of Public School Teachers, to remove their administrative tasks so as to enable them to maximize their time in actual classroom teaching, you are hereby required to report and render work in C.A. Sison Elementary School (ES) for two (2) working days within a working week, and to continue reporting to A.O. Floirendo ES for three (3) working days, effective July 29, 2024.
2. As such, you are to perform therein the duties, functions and responsibilities attached to your position.
3. Finally, you must communicate with the administrators of both schools to determine their preferred schedules.
4. For strict compliance.

  
**JINKY B. NIRMAN, Ph.D, CESO VI**  
OIC-Assistant Schools Division Superintendent

**RELEASED**

**JUL 25 2024**

RECORDS SECTION, SDO PANABO CITY  
BY, 

cc:

Admin. Office/HRMO/Accountant/ Admin. Office/  
A.O. Floirendo ES School Head/C.A. Sison ES School Head/File



Schools Division Office of Panabo City  
City Hall Drive, Brgy. JP Laurel, Km 31, Panabo City  
Tel. Nos. (084)823 1469, (084) 628 4066  
Email: [panabocity.division@deped.gov.ph](mailto:panabocity.division@deped.gov.ph)