



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

Office of the Schools Division Superintendent

DIVISION ORDER

No. 0132 s. 2024

ADDITIONAL SCHOOL ASSIGNMENT

To: **MICHAEL JAY V. GLORIA**, Administrative Officer II

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 San Francisco Elementary School (ES) for three (3) working days within a working week, and to continue reporting to A. O. Floirendo ES II for two (2) 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. FIRMAN, Ph.D, CESO VI
OIC-Assistant Schools Division Superintendent

RELEASED

JUL 25 2024

cc:

Admin. Office/HRMO/Accountant/ Admin. Office/
A.O. Floirendo ES II Principal/San Francisco ES Principal/File

RECORDS SECTION-SDO PANABO CITY

BY 



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