



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

Office of the Schools Division Superintendent

**DIVISION ORDER**

No. 0136 s. 2024

**FULL TIME WORK DEPLOYMENT TO SAN VICENTE ELEMENTARY SCHOOL**

To: **EDGEENE G. PALCES**, Administrative Officer II

1. In the exigency of the service, you are hereby required to report to San Vicente Elementary School, effective July 29, 2024. As such, you are advised to perform therein the duties, functions and responsibilities attached to your position.
2. Upon receipt of this order, you are to report to Mr. Julius I. Suelto, Principal III, for orientation and further instruction.
3. Finally, you are instructed to clear yourself from all financial obligations and property accountabilities in your current work station, and submit to this Office such necessary documents certifying compliance.
4. For strict compliance.

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

cc:

Admin. Office/HRMO/Accountant/ Admin. Office/  
San Vicente ES Principal/File

**RELEASED**

**JUL 25 2024**

RECORDS SECTION-SDO PANABO CITY

BY 



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