



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

Office of the Schools Division Superintendent


**DIVISION ORDER**

No. 0161 s. 2024

**WORK ASSIGNMENT**

To: **LERA VANISSA M. POL**, Teacher I

1. In view of your approved appointment as **Substitute Teacher**, you are hereby assigned to teach at **Rizal Elementary School**, this Division, effective immediately.
2. As such, you are directed to report to **Ms. Rosemarie S. Patriarca**, School Principal of said school, for your work orientation and for further instruction.
3. Further, 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 for such.
4. Please be guided accordingly.

  
**JINKY B. FIRMAN, PhD, CESO VI**  
Schools Division Superintendent

Enclosed: as stated  
OSDS/sds/ncm

cc:  
ASDS/SGOD/CID/Admin. Office/  
HRMO/Budget Officer/Accountant/  
Records/Cashier/File/Rizal Elementary School

**RELEASED**

**AUG 01 2024**

RECORDS SECTION-SDO PANABO CITY  
BY 



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