



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

Office of the Schools Division Superintendent

DIVISION ORDER

No. 0171 s. 2024

SCHOOL ASSIGNMENT

To: **ALCE L. GOMEZ**
Administrative Assistant II

1. In view of your approved appointment as Administrative Assistant II, you are hereby assigned to report at **Southern Davao National High School**, this Division, effective immediately.
2. As such, you are directed to report to **Mr. Marivene P. Espinosa**, 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. NIRMAN, 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/SDNHS

RELEASED

AUG 01 2024

**RECORDED & INDEXED
BY [Signature]**



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