



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

**Office of the Schools Division Superintendent**

**DIVISION ORDER**

No. 0330 s., 2024

**DESIGNATION AS ACADEMIC HEAD  
OF MABUNAO NATIONAL HIGH SCHOOL**

**To: CHARISSA MAE C. GEVERA**  
**Teacher II**  
**Mabunao National High School**

1. You are hereby designated as Academic Head of the school effective August 27, 2024.
2. As such, you are to discharge the duties and functions incumbent upon your designation and shall be directly responsible to this office on all matters affecting the curriculum and teaching of the school. This order shall remain enforced until revoked in writing by the Head of Office.
3. This order does not carry with it any remuneration nor priority in promotion and shall remain enforced until revoked in writing by the Head of Office.
4. For strict compliance.

Prepared by:

**RONILO B. LABRADOR, MAEd**  
School Head

Conforme:

**CHARISSA MAE C. GEVERA**

*Recommending Approval:*

**AVELINO D. BITANG, EdD**  
Public Schools District Supervisor

Approved by:

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

**RELEASED**



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**CCT 21 2024** **CHAMPION**  
**Preschool ONE**

DepEd Panaboc  
RECORDS SECTION  
BY **VJR**  
Through Journeying, Standing and Fostering commitment in  
providing quality education, MATATAG for all.