



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

Office of the Schools Division Superintendent

DIVISION ORDER

No. 0223 s. 2025

TRANSFER OF OFFICIAL STATION

To: **GERALDINE V. MORFE**
 Administrative Assistant III

1. In view of your approved appointment as Administrative Assistant III, your official station is hereby transferred to Accounting Section, this Division, effective March 10, 2025.
2. As such, you are directed to report to **Mr. Glenn B. Separis**, Accountant III, 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 ✓

RELEASED

MAR 12 2025

RECORDS SECTION-SDO PANABO CITY

BY 

Enclosed: as stated
 OSDS/sds/cdr

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



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