



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

Office of the Schools Division Superintendent

April 25, 2025

DIVISION ORDER

No. 0297, series 2025

DESIGNATION OF PSDS WITH THEIR RESPECTIVE SCHOOLS ASSIGNED

To : **JULIUS I. SUELTO**
Public Schools District Supervisor

1. In the exigency of the service, you are hereby designated as focus school supervisor of the following school.
 - J.P. Laurel Elementary School
 - Buenavista Elementary School
 - Katualan Elementary School
 - Mabunao Elementary School
 - San Roque Elementary School
2. As such, you are advised to perform the duties, functions and responsibilities attached to the said designation and rendered report to the undersigned.
 - Ensure proper implementation of the DepEd curriculum and provide guidance for adapting it to student needs.
 - Monitoring teaching practices and assisting principals and teachers in improving instructional quality.
 - Organize training programs and promote the sharing of best practices among school leaders and teachers.
 - Analyze school performance and provide feedback to address areas for improvement/
 - Ensure schools adhere to DepEd policies and provide support in implementing these effectively.
 - Assist in managing and distributing resources equitably across schools.
 - Act as bridge between the division office and schools, fostering collaboration and alignment of goals.
 - Review School Heads' DTRs, Form 6, liquidation report for accuracy and compliance, ensuring accountability.
3. This order does not carry with it any remuneration nor priority in promotion and shall remain enforced until revoked by the Head of Office.



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5. This designation shall take effect immediately.

6. For strict compliance.

Recommending Approval:

JANWARIO E. YAMOTA
Chief ES, CID

Approved:

JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent

CID/je/roe

RELEASED

APR 28 2025

RECORDS SECTION - SDO PANABO CITY

BY