



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

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**  
SGOD-2025-0480

To : **JAYNARD K. CUÑADO**  
ADA VI/Driver

Subject: **NATIONAL TEACHERS' MONTH KICK-OFF PROGRAM**

Date: September 2, 2025

You are designated as the official driver of the SDO's participants to the National Teachers' Month Kick-Off Program on **September 6-8, 2025** at Koronadal City, South Cotabato. As such, you are to ensure the safety of the participants/passengers and perform regular vehicle maintenance before the date of departure.

Travel and other incidental expenses relative thereto shall be charged against the Division MOOE subject to the usual accounting and auditing rules and regulations.

Please be guided accordingly.

For and in the absence of the Schools Division Superintendent:

**JANWARIO E. YAMOTA**  
Chief Education Supervisor, CID  
Officer-in-Charge  
Office of the Schools Division Superintendent

**RELEASED**

**SEP 04 2025**

RECORDS SECTION SDO PANABO CITY  
By 

SGOD/ABA/eol



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providing quality education, MATATAG for all.

