



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

09/100 80

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 SGOD PANABO CITY
BY

SGOD/ABA/eol



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