



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

November 17, 2025

**OFFICE MEMORANDUM**

OSDS-2025-0010

**OFFICER-IN-CHARGE, DIVISION ACCOUNTING OFFICE**

To : **ROSALIE D. ESTIMADA**  
Administrative Officer V – Budget Officer

1. In view of the official travel of Mary Joy C. Sagot, Accountant III, please be advised of your designation as Officer-in-Charge of the Division Accounting Section from **November 17-20, 2025**.
2. As such, you are advised to perform therein functions attached to the said designation.
3. Other policy-determining matters/communications processed/prepared shall be referred/forwarded to the undersigned for appropriate action or to Ms. Sagot upon her return.
4. For your information and compliance.

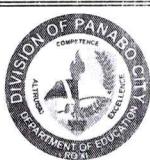
  
**JINKY B. FIRMAN, PhD, CESO VI**  
Schools Division Superintendent

**RELEASED**

**NOV 18 2025**

RECORDS SECTION SDP PANABO CITY  
BY 

OSDS/mjc 



Address: City Hall Compound, JP Laurel,  
Panabo City, Davao del Norte  
Telephone No: (084) 823-1469  
Email: panabocity.division@deped.gov.ph  
Website: www.depedpanabocity.com