



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

Office of the Schools Division Superintendent

DIVISION ORDER

No. 0709 s. 2025

SCHOOL REASSIGNMENT

To: **MARICRIS T. GERSAVA**
Administrative Assistant II

1. In view of your approved request for transfer, you are hereby reassigned to **Southern Davao National High School**, this Division, effective immediately, until such time that another personnel is designated to assume your duties at Little Panay National High School.
2. As such, you are directed to report to **Ms. Marivene P. Espinosa**, Principal of said school, 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

Enclosed: as stated
OSDS/sds/nem

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

RELEASED

DEC 11 2025

RECORDS SECTION SDSO PANABO CITY

BY 



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