



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
Schools Division of City Schools - Tagbilaran City

**Office of the Schools Division
Superintendent**

MEMORANDUM

To : **Dr. Filomena C. Tanggaan**
Mrs. Esther L. Cagas
Ms. Angeli Faith V. Pascual

From : **JOSEPH IRWIN A. LAGURA PhD**
Schools Division Superintendent *J. Lagura*
Office of the Schools Division Superintendent

Subject : **EVALUATION AND VALIDATION OF DOCUMENTS OF
APPLICANTS FOR ELEMENTARY SCHOOL PRINCIPAL
I AND MASTER TEACHERS I & II POSITIONS**

Date : July 17, 2020

1. Designated as the Division Personnel Selection Board Secretariat, you are hereby directed to facilitate the preliminaries and assist the board in the evaluation and validation of pertinent papers of the Elementary School Principal I and Master Teachers I & II applicants on July 24, 2020 and in the morning of July 28, 2020 at the Office of the Assistant Schools Division Superintendent.
2. You are expected to perform your duties and responsibilities with utmost sincerity and dedication.
3. Expenses relative to the conduct of the said activity are chargeable against Division MOOE, subject to the usual auditing rules and regulations.
4. For information, guidance, and strict compliance.



Address: Dampas, Tagbilaran City, Bohol
Telephone Nos.: (038)427-1702; (038)427-2506; (038)422-8177; (038)427-6718; (038)544-2147
Email Address: tagbilarancity.division@deped.gov.ph