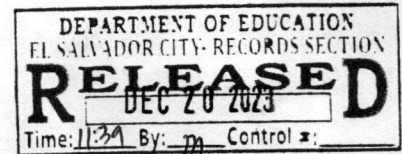


Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY



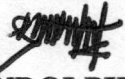

December 20, 2023

DIVISION MEMORANDUM
No. 554, s. 2023

**NEW SCHOOL ASSIGNMENTS OF ADMINISTRATIVE OFFICERS II,
ADMINISTRATIVE ASSISTANTS III, AND ADMINISTRATIVE ASSISTANTS II**

To: **Assistant Schools Division Superintendent
Education Program Supervisors
School Heads
Administrative Officer II
Administrative Assistant III
Administrative Assistant II
All Others Concerned
This Division**

1. In recognizing the challenges of commuting between cluster schools, this office is committed to placing Administrative Officers II and Administrative Assistants III and II at main stations close to their homes whenever possible, promoting their well-being and productivity.
2. Once the memorandum takes effect, the Administrative Assistant II handling fund disbursement will secure a fidelity bond.
3. A copy of the list of personnel, including their respective School Assignments is attached herewith.
4. This memorandum takes effect on January 2, 2023.
5. This activity shall adhere to the Equal Opportunity Principle wherein there is no discrimination on the account of age, gender, identity, sexual orientation, civil Status, disability, religion, ethnicity or political affiliation.
6. For information, guidance and compliance.


RANDOLPH B. TORTOLA
Schools Division Superintendent 

To be indicated in the Perpetual Index
Under the following subjects:

Accounting/new assignment/personnel

Acctg/mbj



Address: Zone 3, Poblacion, El Salvador City
Telephone No: (088) 855-0113
Website: www.depedelsalvadorcity.net
Email Address: elsalvador.city@deped.gov.ph

**Transforming Schools,
Forging Partners**



ADAS III	SCHOOL ASSIGNMENT	MAIN STATION	AO II	SCHOOL ASSIGNMENT	MAIN STATION	ADAS II	SCHOOL ASSIGNMENT	MAIN STATION
ALSAMEL JANE B. PAISANO	PEDRO SA BACULIO ELEMENTARY SCHOOL TAYTAY ELEMENTARY SCHOOL AMOROS ELEMENTARY SCHOOL SAMBULAWAN NATIONAL HIGH SCHOOL - JHS SAMBULAWAN NATIONAL HIGH SCHOOL - SHS SAMBULAWAN ELEMENTARY SCHOOL	PEDRO SA BACULIO ELEMENTARY SCHOOL	LEABETH P. SALVA	MOLUGAN NATIONAL HIGH SCHOOL-JHS MOLUGAN NATIONAL HIGH SCHOOL-SHS MOLUGAN CENTRAL SCHOOL	MOLUGAN NHS	MERAFE O. CLARABAL	PEDRO SA BACULIO ELEMENTARY SCHOOL TAYTAY ELEMENTARY SCHOOL AMOROS ELEMENTARY SCHOOL SAMBULAWAN NATIONAL HIGH SCHOOL - JHS SAMBULAWAN NATIONAL HIGH SCHOOL - SHS SAMBULAWAN ELEMENTARY SCHOOL	PEDRO SA BACULIO ELEMENTARY SCHOOL
RUBY FLOR M. SINCO	SINALOC ELEMENTARY SCHOOL SINALOC NATIONAL HIGH SCHOOL - JHS SINALOC NATIONAL HIGH SCHOOL - SHS KIBONBON ELEMENTARY SCHOOL HIMAYA NATIONAL HIGH SCHOOL - JHS HIMAYA NATIONAL HIGH SCHOOL -SHS HIMAYA ELEMENTARY SCHOOL	SINALOC ELEMENTARY SCHOOL	CLARK AIRON G. UNSON	EL SALVADOR CITY NATIONAL HIGH SCHOOL-SHS EL SALVADOR CITY NATIONAL HIGH SCHOOL-JHS COGON NATIONAL HIGH SCHOOL-JHS COGON NATIONAL HIGH SCHOOL-SHS	EL SALVADOR CITY NATIONAL HIGH SCHOOL	EVERLYN CANETE	SINALOC ELEMENTARY SCHOOL SINALOC NATIONAL HIGH SCHOOL - JHS SINALOC NATIONAL HIGH SCHOOL - SHS KIBONBON ELEMENTARY SCHOOL HIMAYA NATIONAL HIGH SCHOOL - JHS HIMAYA NATIONAL HIGH SCHOOL -SHS HIMAYA ELEMENTARY SCHOOL	SINALOC ELEMENTARY SCHOOL
DIANNE L. SUGUILON	COGON NATIONAL HIGH SCHOOL - JHS COGON NATIONAL HIGH SCHOOL - SHS COGON ELEMENTARY SCHOOL BOLISONG ELEMENTARY SCHOOL KALABAYLABAY ELEMENTARY SCHOOL KALABAYLABAY NATIONAL HIGH SCHOOL	COGON ELEMENTARY SCHOOL	KEMBERLY D. OCO	KALABAYLABAY INTEGRATED SCHOOL - ES & JHS SAN FRANCISCO DE ASIS NHS-JHS SAN FRANCISCO DE ASIS NHS-SHS SAN FRANCISCO DE ASIS ES	KALABAYLABAY INTEGRATED SCHOOL	FRITZIE LYNNE GEQUINTO	COGON NATIONAL HIGH SCHOOL - JHS COGON NATIONAL HIGH SCHOOL - SHS COGON ELEMENTARY SCHOOL BOLISONG ELEMENTARY SCHOOL KALABAYLABAY ELEMENTARY SCHOOL KALABAYLABAY NATIONAL HIGH SCHOOL	COGON ELEMENTARY SCHOOL
MARILOU B. PAGLINAWAN	MOLUGAN NATIONAL HIGH SCHOOL-JHS MOLUGAN NATIONAL HIGH SCHOOL-SHS MOLUGAN CENTRAL SCHOOL	MOLUGAN NATIONAL HIGH SCHOOL	RODRIGO N. VALMORIA JR.	HINIGDAAN ELEMENTARY SCHOOL BOLISONG ELEMENTARY SCHOOL	DIVISION OFFICE	CARLOS D. ACERO JR.	MOLUGAN NATIONAL HIGH SCHOOL-JHS MOLUGAN NATIONAL HIGH SCHOOL-SHS MOLUGAN CENTRAL SCHOOL	MOLUGAN NATIONAL HIGH SCHOOL
MARJORIE T. RAS	HINIGDAAN NATIONAL HIGH SCHOOL-JHS HINIGDAAN NATIONAL HIGH SCHOOL-SHS EL SALVADOR NATIONAL HIGH SCHOOL-JHS EL SALVADOR NATIONAL HIGH SCHOOL-SHS HINIGDAAN ELEMENTARY SCHOOL ULALIMAN ELEMENTARY SCHOOL	EL SALVADOR NATIONAL HIGH SCHOOL	HONEY LUZ S. NACUA	SAMBULAWAN ELEMENTARY SCHOOL SAMBULAWAN NATIONAL HIGH SCHOOL - JHS SAMBULAWAN NATIONAL HIGH SCHOOL - SHS AMOROS ELEMENTARY SCHOOL	AMOROS ELEMENTARY SCHOOL	EDIJE DAGOPIOSO	HINIGDAAN NATIONAL HIGH SCHOOL-JHS HINIGDAAN NATIONAL HIGH SCHOOL-SHS EL SALVADOR NATIONAL HIGH SCHOOL-JHS EL SALVADOR NATIONAL HIGH SCHOOL-SHS HINIGDAAN ELEMENTARY SCHOOL ULALIMAN ELEMENTARY SCHOOL	EL SALVADOR NATIONAL HIGH SCHOOL
LOVELY JOY CATANE	EL SALVADOR CITY CENTRAL SCHOOL SAN FRANCISCO NATIONAL HIGH SCHOOL-JHS SAN FRANCISCO NATIONAL HIGH SCHOOL-SHS SAN FRANCISCO DE ASIS ELEMENTARY SCHOOL	EL SALVADOR CITY CENTRAL SCHOOL	EULITA M. CASTILLO	TAYTAY ELEMENTARY SCHOOL PEDRO SA BACULIO ES SINALOC ELEMENTARY SCHOOL	TAYTAY ELEMENTARY SCHOOL	ROTHELLEE SABURNIDO	EL SALVADOR CITY CENTRAL SCHOOL SAN FRANCISCO NATIONAL HIGH SCHOOL-JHS SAN FRANCISCO NATIONAL HIGH SCHOOL-SHS SAN FRANCISCO DE ASIS ELEMENTARY SCHOOL	EL SALVADOR CITY CENTRAL SCHOOL
			NICK C. RATUNIL	HIMAYA NATIONAL HIGH SCHOOL-JHS HIMAYA NATIONAL HIGH SCHOOL-SHS ULALIMAN ELEMENTARY SCHOOL HIMAYA ELEMENTARY SCHOOL	ULALIMAN ELEMENTARY SCHOOL			
			JENICE MAE N. LOLO-MALACO	HINIGDAAN NATIONAL HS-JHS HINIGDAAN NATIONAL HS-SHS KIBONBON ELEMENTARY SCHOOL COGON ELEMENTARY SCHOOL	COGON ES			