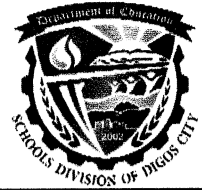




Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



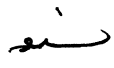
May 4, 2017

Division Memorandum

No. 300 s. 2017

TO: Mr. Emmanuel P. Hugo
Chief, School Governance and Operation Division

1. In the exigency of the service you are designated as Officer-In-Charge of Matti National High School effective upon receipt of this Memorandum until your retirement or until a new full-fledged Principal shall have been appointed.
2. Your function is defined in R.A. 9155 that shall oversee the day to day operation of the school, supervisory and policy implementation including financial concern.
3. Hence, you shall report to the above-named school at least twice a week or as the need arises.
4. This designation is in addition to your function as Chief of the School Governance and Operation Division and does not in any way influence promotion in the future.
5. Please be guided accordingly.


DEE D. SILVA, DPA, CESO VI
Schools Division Superintendent

DepEd Schools Division Office

RELEASED 4496

Date: 04 MAY 2017 Time: 3:28

By: 