



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



**ODIVISION MEMORANDUM**  
 No. 766, s. 2018

August 28, 2018

**REASSIGNMENT ORDER**

To: **MARY ANN S. GORNEZ – Teacher I**

1. In the exigency of the service, you are hereby **REASSIGNED** as **Teacher I** from Apolandia Elementary School, Mt. Apo District, Barangay Kapatagan, Digos City to **Marawer Elementary School**, Mt. Apo District, Barangay Kapatagan, Digos City.
2. It is understood that you will be given additional **assignments/tasks** and/or **reassigned/deployed** within the Schools Division of Digos City in the exigency of the service.
3. Please clear yourself of money and property responsibilities from your current school and district assignment and submit the same with a copy of the is **Reassignment Order signed by your new School Head** to the Administrative Officer V, Schools Division Office, Roxas corner Lopez Jaena Streets, Digos City, upon assumption to duty at your new school assignment .
4. This Reassignment Order shall take effect immediately and remains valid until revoked by the Office of the Schools Division Superintendent.
5. For strict compliance.

**WINNIE E. BATOON, Ed. D.**  
 Officer in Charge  
 Office of the Schools Division Superintendent

Conforme:

MARY ANN S. GORNEZ  
 Signature over Printed Name

08-30-2018  
 Date

DepEd Schools Division Office  
**RELEASED**  
 16200  
 Date: 29 AUG 2018 Time: 4:13  
 BY: