



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



DIVISION MEMORANDUM
No. 036, s. 2019

January 10, 2019

SUBMISSION OF NON-TEACHING PERSONNEL PROFILE

To: **All Non Teaching Personnel of the
Office of the Schools Division Superintendent
Curriculum and Implementation Division
School Governance and Operations Division
Digos City National High School
Senior High School of Digos City (inc. Ruparan, Matti and Kapatagan)**

1. This has reference to the Memorandum issued January 7, 2019 re: Submission of Non Teaching Personnel Profile. Directing herein all non teaching personnel of the Division to individually fill up said attached prescribed template and email said document to markcastanares254@gmail.com on or before January 17, 2019. Please ask for the electronic copy of the template at the Human Resource Management Office.
2. For immediate compliance.

WINNIE E. BATOON, EdD
Officer in Charge
Office of the Schools Division Superintendent

DepEd Schools Division of Digos City
RECORDS SECTION

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