



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

23 February, 2021

DIVISION MEMORANDUM
No. 142, s. 2021

RECALL ORDER

To: **MR. ALAN B. TIZON**
Head Teacher III

1. In the exigency of the service, your assignment order as **Head Teacher of Soong National High School-Extension** is hereby **RECALLED** and return as Head Teacher at Digos City National High School.
2. Please clear yourself of money and property accountabilities from **Soong National High School - Extension** and turn over the same to the incoming School Head of that school. Further, you are to submit to the Administrative Officer V the clearance and the date of installation for purposes of updating the Human Resource Information System (HRIS).
3. This **Recall Order** shall take effect immediately and remains valid until revoked by a subsequent memorandum from the Office of the Schools Division Superintendent.
4. For compliance.

CRISTY C. EPE
Schools Division Superintendent

Cc: Concerned PSDS
HRMO V

Conforme:

Alan B. Tizon
2 - 24 - 21

Date

DepEd Schools Division of Digos City
SCHOOLS DIVISION
68209
DATE: FEB 23 2021 5:52
BY: