



Republic of the Philippines
Department of Education
 DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

OSDS-2023- 007

To : **ROWENA A. MALAHAY**
 Master Teacher I

Subject : REASSIGNMENT ORDER

Date : January 5, 2023

In exigency of service, you are hereby **REASSIGNED** as a Master Teacher I of SAN MIGUEL ELEMENTARY SCHOOL, Barangay San Miguel, Digos City to **PEDRO V. BASALAN ELEMENTARY SCHOOL**, Barangay Tres de Mayo, Digos City effective upon assumption of duty.

It is understood that, aside from this Order, you shall be given additional assignments/tasks and or reassigned/deployed within the Division of Digos City as need arises.

It is enjoined that you shall clear yourself of money and property responsibilities from your current School assignment; and submit the said Clearances to the Administrative Officer V of this Schools Division Office and the School Head of Pedro V. Basalan Elementary School upon assumption to duty.

This Reassignment Order shall remain valid until revoked by the Schools Division Superintendent.

For immediate dissemination and strict compliance.

CRISTY C. EPE
 Schools Division Superintendent

Conforme:

_____ Date

Schools Division of Digos City
 RECORDS SECTION
RELEASED
 23-94530
 DATE: JAN 09 2023 TIME: 2:11 PM
 BY: _____

OSDS/PS/mfl



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