



27073

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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

January 26, 2023

No. 032 s. 2022

To : DOMINADOR O. ESPACIO – Admin. Aide IV (Driver)
RENIL R. CONCOLES – Job Order Personnel (Driver)

Subject : ADDITIONAL TASKS FOR MR. DOMINADOR O. ESPACIO AND
MR. RENIL R. CONCOLES

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1. In the exigency of the service and in addition to your function as drivers of this office, you are hereby instructed that in the event when there is no official travel, you shall deliver Purchase Orders to be conformed by suppliers.
 2. There shall be no additional remuneration or priority in promotion in executing this task.
 3. For your information, guidance and compliance.


CRISTY C. EPE

Schools Division Superintendent *gms.*

DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED
27-17677

DATE: JAN 30 2023 TIME: 3:10 PM

BY: 