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Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

OSDS-2023-037

To : **NOBA J. RUBION**
School Principal I

Subject : **REASSIGNMENT ORDER**

Date : February 20, 2023

In the exigency of service, you are hereby **REASSIGNED** as **SCHOOL HEAD** of **Igpit National High School**, Barangay Igpit, Digos City to **Kapatagan National High School**, Barangay Kapatagan, Digos City.

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

Please clear yourself of money and property accountabilities from **Igpit National High School** 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 and your 201 file.

This **Reassignment Order** shall take effect March 1, 2023 and remains valid until revoked by a subsequent memorandum from the Office of the Schools Division Superintendent.

For strict compliance.

CRISTY C. EPE
Schools Division Superintendent

Cc: Concerned PSDS

Conforme:

Date

OSDS/ADMIN /HR/mfl

DepEd Schools Division of Digos City
RECORDS SECTION
RELEASED
23-98203
DATE: 12 FEB 2023 TIME: 4:30pm
BY:



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
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