



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM

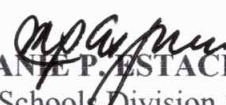
OSDS-2025-225

To : **JUNELYN A. RIVERA**
TEACHER I

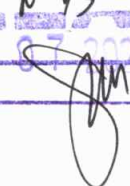
Subject: **REASSIGNMENT ORDER**

Date : 06 August 2025


1. In the exigency of the service, you are hereby **REASSIGNED** as **TEACHER I** from **Dulangan Elementary School**, Digos Occidental District, Barangay Dulangan, Digos City to **Pedro V. Basalang Elementary School**, **Digos Occidental District**, **Barangay Tres de Mayo**, Digos City.
2. Aside from this Order, you shall be given additional assignments/tasks and/or reassigned/redeployed within the Schools Division of Digos City as the need arises.
3. Please turn over the properties issued to you to your School Head and clear yourself of money and property accountabilities and responsibilities from your current school assignment. Likewise, you shall submit your clearance indicating the date of assumption to duty to your new school assignment to the Administrative Officer V and the School Head of **Pedro V. Basalang Elementary School** for purposes of updating the Human Resource Information System and your 201 files in this Schools Division Office.
4. This **Reassignment Order** shall take effect upon assumption to duty at your new school assignment and remains valid until revoked by the Schools Division Superintendent.
5. For strict compliance.


MELANIE P. ESTACIO, Ph.D., CESO VI
Schools Division Superintendent

JepEd Schools Division of Digos City
RECORDS SECTION

RELEASED
DATE: AUG 07 2025 TIME: 10:00 AM
BY: 

Conforme:


Junelyn A. Rivera
August 7, 2025
Date

