



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM

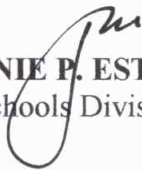
OSDS-2025- 738

To : **DEMI MOORE G. TAGALOG**
Administrative Assistant III

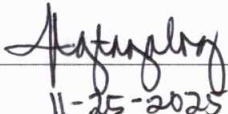
Subject: **REASSIGNMENT ORDER**

Date : **November 24, 2025**

1. In the exigency of the service, you are hereby **REASSIGNED** as **Administrative Assistant III** from the School Governance Operation Division, Schools Division Office, Roxas Street, Zone II, Digos City to the **Cash Unit, Office of the Schools Division Superintendent, Schools Division Office, Roxas Street, Barangay Zone II, 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.
4. This **Reassignment Order** shall take effect upon assumption to duty at your new office assignment and remains valid until revoked by the Schools Division Superintendent.
5. For strict compliance.


MELANIE P. ESTACIO, PhD., CESO VI
Schools Division Superintendent

Conforme:


11-25-2025
Date

