



Republic of the Philippines
Department of Education

REGION XII
SCHOOLS DIVISION OF SOUTH COTABATO

**Office of the Schools Division
Superintendent**

08 Jan 2024

DIVISION MEMORANDUM
OSDS No. **005** s. 2024

AUGMENTATION FORCE FROM FIELD ADMINISTRATIVE OFFICERS II

To: Public Schools District Supervisors/Principals In-Charge
Public Elementary and Secondary School Heads
Identified Administrative Officers II
All Others Concerned

1. In line with the preparation and evaluation of the documentary requirements for natural vacancies positions and reclassification, all identified Administrative Officers II are advised to report at the Schools Division Office for the month of January from 8:00 A.M. to 5:00 P.M. to wit:

No.	Name	Assignment	Schedule
1	JUNSAY, MARY ANNE KERRY FACURA	Evaluation-Master Teacher	Friday
2	CASICAS, ANGELIE SOMBREA	Evaluation-Master Teacher	Friday
3	GEANGA, NOLELYN DE GUZMAN	Evaluation-Master Teacher	Friday
4	CAPANGYARIHAN, GEDAN BIONGCO	Evaluation- Reclassification	Monday to Friday
5	TIRADO, ROVILIE FALCUNITIN	Evaluation- Reclassification	Tuesday and Wednesday
6	ARCIAGA, MIKE SILOTERIO	Evaluation-Non- Teaching Personnel	Monday, Tuesday and Friday

2. All identified Administrative Officers II are advised to register at the SDO Biometrics for recording of daily attendance. Also, we encourage Administrative Officers II to bring their laptops and extension cords to be used during the process.

3. Transportation expenses shall be chargeable against school MOOE and or other local funds subject to the usual accounting and auditing rules and regulations.

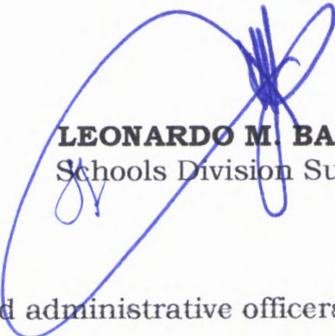


Address: Alunan Avenue, Koronadal City, South Cotabato 9506
Telephone Number: (083)228-3801
Email Address: south.cotabato@deped.gov.ph



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4. Immediate dissemination of this memorandum is desired.


LEONARDO M. BALALA, CESO V
Schools Division Superintendent

RMEB/DM- augmentation force from field administrative officers I
0000/January 08, 2023