



Republic of the Philippines
Department of Education
REGION XII
SCHOOLS DIVISION OF SOUTH COTABATO

Office of the Schools Division
Superintendent

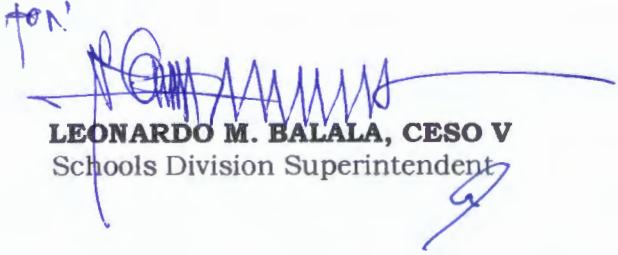
18 Mar 2024

DIVISION MEMORANDUM
OSDS No. **052** s. 2024

To: Assistant Schools Division Superintendent
Public Schools District Supervisors/Principals In-Charge
Public Elementary and Secondary School Heads
All Others Concerned

DEPLOYMENT OF ADMINISTRATIVE OFFICERS II AND
PROJECT DEVELOPMENT OFFICERS I TO SCHOOLS

1. The Schools Division of South Cotabato supports the department's policy intent under the MATATAG Agenda, committed to enhancing the delivery of quality basic education and promoting teacher quality and welfare.
2. In line with this commitment and in reference to DepEd Order No. 002, s. 2024 on the **Immediate Removal of Administrative Tasks of Public School Teachers**, this office hereby adheres to the agency's mandate and direction to remove the nonteaching tasks of teachers to create a conducive environment for effective teaching and learning.
3. This division has implemented a clustering strategy for Administrative Officers II and Project Development Officers I to streamline administrative tasks and to reduce teachers' workload.
4. In support to this mandate, AO II and PDO I personnel are advised to affix their signature at the conform portion of their Special Order at the Schools Division Office on March 18-21, 2024 and shall report to their assigned school or clustered schools effective March 22, 2024 unless otherwise amended by the higher authorities.
5. Please be guided and act accordingly.


LEONARDO M. BALALA, CESO V
Schools Division Superintendent



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Encl: None

Reference: DepEd Order No. 002, s. 2024 on the Immediate Removal of Administrative Tasks of Public School Teachers

To be indicated in the Perpetual Index
under the following subjects

DEPLOYMENT EMPLOYMENT

RJS /DM-deployment of administrative officers ii and project development officers i
to schools

0000/March 18, 2024



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