



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

**Office of the Schools Division
Superintendent**

13 Jan 2025

DIVISION MEMORANDUM
CID No. **021**, s. 2025

To: Public Schools District Supervisors
Public Elementary and Secondary School heads
District Coordinators
All Others Concerned

CONDUCT OF TBOLI EAST TURN-OVER CEREMONIES

1. Relative to the re-assignment/transfer of School Heads, the above district shall conduct Turn - Over Ceremonies at Bengue Integrated School, Coong Elementary School and Lubiya Elementary School on January 13, 2025 and Datal Tablo IS and Datal Tablo IS-Elsok Extension on January 14, 2025 and at Malugong Central Elementary School on January 16, 2025.
2. All Tboli East District School Heads are requested to attend the said activity. School Heads shall be distributed across five scheduled schools.
3. As this activity is scheduled on school day, we urge the concerned schools to implement necessary measures that no classes of teachers are left unattended by assigning other teachers to handle classes or other strategies that are most applicable and beneficial to the learners.
4. Transportation allowance, meals, snacks and other incidental expenses of the participants shall be chargeable against School /Division MOOE subject to usual accounting and auditing rules and procedures.
5. For any inquiry, all personnel concerned are advised to contact Marianne M. Sabod, PSDS through cellphone no.09472504479.
6. Immediate dissemination of this memorandum is directed.


LEONARDO M. BALALA, CESO V
Schools Division Superintendent

MMS/ DM-conduct of tboli east turn-over ceremonies
0000/January 13, 2025



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