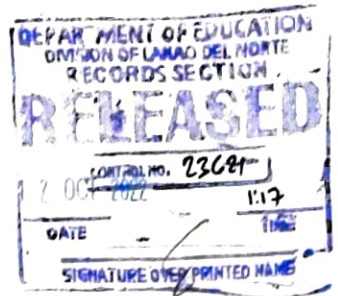




Republic of the Philippines  
**Department of Education**  
REGION X-NORTHERN MINDANAO  
SCHOOLS DIVISION OF LANAOS DEL NORTE



OCTOBER 11, 2022

DIVISION MEMORANDUM NO. 490 s.2022

**DISSEMINATION OF MEMORANDUM NO. OUA-OUT-081822-009 ON OFFICER-IN-CHARGE OF THE ASSET MANAGEMENT DIVISION UNDER ADMINISTRATIVE SERVICE – CENTRAL OFFICE**

**To: ASSISTANT SCHOOLS DIVISION SUPERINTENDENT  
CHIEF EDUCATION SUPERVISOR, CURRICULUM IMPLEMENTATION DIVISION  
CHIEF EDUCATION SUPERVISOR, SCHOOL GOVERNANCE AND OPERATIONS DIVISION  
PUBLIC SCHOOLS DISTRICT SUPERVISORS & COORDINATING SCHOOL PRINCIPALS  
PUBLIC SECONDARY AND ELEMENTARY SCHOOL HEADS  
ALL OTHERS CONCERNED**  
*This Division*

1. This is to disseminate the attached Memorandum No. OUA-OUT-081822-009 entitled **OFFICER-IN-CHARGE OF THE ASSET MANAGEMENT DIVISION UNDER ADMINISTRATIVE SERVICE – CENTRAL OFFICE.**
2. All teaching and non-teaching personnel of this Division are hereby enjoined to take due notice of the instructions and other information contained therein.
3. Widest dissemination of this Memorandum is highly desired.

  
**EDILBERTO L. OPLENARIA, CESO V**  
Schools Division Superintendent

ENCL: As stated

*jmp-hrd*



**Address:** Pigcarangan, Tubod, Lanao del Norte  
**Telephone No.:** [063] 341-51-09

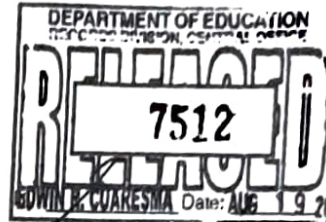


Management  
System  
ISO 9001:2015  
No. 11-1-1000  
ID: 310862020





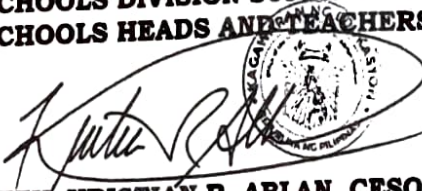
Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
Tanggapan ng Pangalawang Kalihim sa Pangangasiwa



OUA-OUT-081822-009

**MEMORANDUM**  
18 August 2022

TO : **REGIONAL DIRECTORS AND BARMM EDUCATION MINISTER  
SCHOOLS DIVISION SUPERINTENDENTS CONCERNED  
SCHOOLS HEADS AND TEACHERS CONCERNED**

FROM :   
**ATTY. KRISTIAN R. ABLAN, CESO I**  
Undersecretary for Administration

SUBJECT : **OFFICER-IN-CHARGE OF THE ASSET MANAGEMENT DIVISION UNDER ADMINISTRATIVE SERVICE-CENTRAL OFFICE**

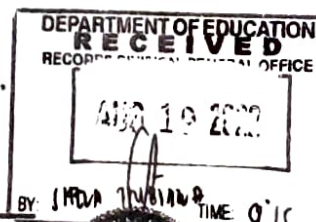
Pursuant to the Office of the Undersecretary for Administration Office Order No. 01, s. 2022, please be informed that **Mr. Albert C. Alano**, Supervising Administrative Officer of the Asset Management Division (AMD) under the Administrative Service - Central Office, is the newly designated **Officer-in-Charge** of the **AMD** effective **17 August 2022**.

All concerns, requests, transactions related to AMD Central Office shall be addressed to Mr. Alano. He shall sign official correspondence in the following manner:

**ALBERT C. ALANO**  
Officer-in-Charge  
Asset Management Division, Administrative Service

This Order takes effect immediately and shall remain in force unless otherwise revoked. All previous issuances inconsistent with this Order or parts thereof are hereby deemed repealed, revoked, or superseded accordingly.

For guidance and compliance.



**Office of the Undersecretary for Administration**  
Department of Education - Central Office, Room 508, 5th Floor Mabini Building,