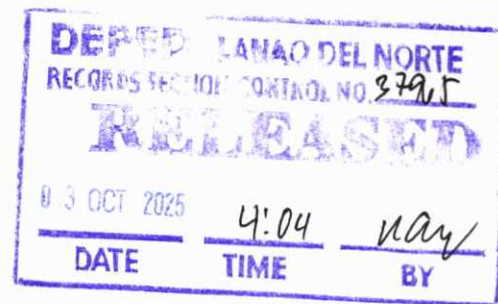




Republic of the Philippines
Department of Education
REGION X
SCHOOLS DIVISION OF LANA DEL NORTE



October 3, 2025

DIVISION MEMORANDUM

No. 585, s. 2025

DIVISION OFFICE SKELETON WORK FORCE ON OCTOBER 6, 2025

TO: **Assistant Schools Division Superintendent
Chief Education Supervisor (CID & SGOD)
Section Heads
Division Office Personnels
School Principals/Heads (Elementary & Secondary)
All Other Concerned**

1. Relative to the 125th Philippine Civil Service Anniversary Culmination Program/Closing Ceremony will be on October 6, 2025 at Evergreen Garden, Esperanza, Bacolod Lanao del Norte, this Office maintains a skeleton work force with the assigned personnel provided hereunder:

OFFICE	ASSIGNED PERSONNEL
SGOD	SOLEDAD S. CABARDO, P I
CID	ELLEN O. DE GUZMAN, SP III
BUDGET SECTION	RONIE A. SUPAT, AO II
ACCOUNTING SECTION	GLAIZA MAE S. OPEMEN, ADAS III
SUPPLY SECTION	MARICRIS B. BROBO, AO II
RECORDS SECTION	VEM VANESSA J. BACALSO, ADAS II
ICT SECTION	Sheryl Marie C. DINGAL, AO II

2. Travel and other expenses shall be charged to school MOOE and other funds subject to the usual accounting and auditing rules and regulations.
3. This memorandum will serve as the Travel Authority.
4. Immediate and wide dissemination of this Memorandum is desired.

EDWIN R. MARIBOJOC CESO V
Schools Division Superintendent



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Telephone No.: [063] 341-51-09



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