



05 May 2016

DIVISION MEMORANDUM

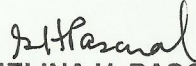
No. 70, s. 2016

REORGANIZING THE OFFICE PHYSICAL SET UP

To: ALL SCHOOLS DIVISION PERSONNEL



1. For the information and guidance of all concerned, this Office shall commence with the physical restructuring of Division offices, effective upon completion of necessary renovations to be undertaken.
2. Personnel under the Curriculum and Implementation Division (CID), except for the Librarian, LRMDS EPS and PDO who shall stay in the Division Library Hub, shall occupy the second floor of the Schools Division Office adjacent to the Office of the Schools Division Superintendent.
3. The Schools Governance and Operations Division (SGOD) Chief and staff shall move to the former PSDS and ALS offices.
4. All other personnel shall remain in their respective offices.
5. The change in office assignments are deemed essential to facilitate management and supervision of the respective Division Chiefs.
6. For wide dissemination and compliance.


GERMELINA H. PASCUAL, CESO V
Schools Division Superintendent