



Republic of the Philippines
Department of Education
REGION VI-WESTERN VISAYAS
SCHOOLS DIVISION OF KABANKALAN CITY

JUL 19 2023

DIVISION MEMORANDUM
No. 270, s. 2023

CONDUCT OF OSDS IPCRF COMMITMENT FINALIZATION

To: OIC-Assistant Schools Division Superintendent
Chiefs, SGOD & CID
Public Schools District Supervisors
Public Elementary & Secondary School Heads
All Others Concerned

1. This Office, through the Human Resource Management Office, informs that all OSDS personnel will be attending the OSDS IPCRF Commitment Finalization on July 21, 2023.
2. In view thereof, all transactions and routine documents shall be submitted in the Division Office drop box located at the front desk of the New SDO Building and shall be channeled through Mrs. Noraline P. Carbajosa.
3. Further, personnel who will transact business with the Office during the specified dates are reminded to adhere to the provisions of Division Memorandum No. 454, s. 2022 also known as the Institutionalization of the Document Tracking System.
4. For questions and/or clarification, contact Mr. Arnold S. Magdaet, Administrative Officer V.
5. Immediate dissemination of and compliance with this Memorandum are desired.

MICHELL L. ACOYONG, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

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