



Republic of the Philippines  
**Department of Education**  
Region VI-Western Visayas  
SCHOOLS DIVISION OF KABANKALAN CITY

**DIVISION MEMORANDUM**

No. 294, s. 2023

AUG 09 2023

**DESIGNATION OF LILIBETH E. DOLAR AS OFFICER-IN-CHARGE  
OF LOCOTAN ELEMENTARY SCHOOL**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned

1. This is to inform the field of the designation of LILIBETH E. DOLAR, Teacher III, as the Officer-In-Charge, Office of the School Principal I of Locotan Elementary School effective August 16, 2023.
2. Therefore, all indorsements, communications, and other documents addressed to the School Head of Locotan Elementary School shall henceforth be properly addressed as follows:

**LILIBETH E. DOLAR**  
Officer-In-Charge  
Office of the School Principal I

3. For guidance and information.

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

Cc: File  
ASDS  
PSDS  
AO-V  
Budget  
Accountant

