



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

Office of Schools Division  
Superintendent

October 25, 2022

**DIVISION MEMORANDUM**

No. 431, s. 2022

**DESIGNATION OF SHEILA MAE T. MISAMEN AS OFFICER -IN- CHARGE,  
OFFICE OF PROJECT DEVELOPMENT OFFICER II (OIC-PDO II)  
OF THE LEARNING RESOURCE MANAGEMENT SECTION**

TO: Assistant Schools Division Superintendent  
Chief Education Program Supervisors, CID & SGOD  
Division Section Heads  
Public Elementary & Secondary School Head/OICs/TICs  
All Concerned

1. This is to disseminate to all personnel the designation of **MS. SHEILA MAE T. MISAMEN** as Officer-In -Charge, Office of Project Development Officer II (OIC-PDO II) of the Learning Resource Management Section, effective immediately.
2. **Ms. Misamen** is to coordinate with Education Program Supervisor – Learning Resource Management Section, **MRS. MARY HELEN M. BOCOL**, under the Curriculum Implementation Division, in support to the division thrusts and programs relative to the Learning Resource.
3. Everyone is enjoined to cooperate and accord the usual courtesy and respect due to her and the office she represents.
4. For information and guidance.

  
**NICASIO S. FRIO, EdD., CESO VI**  
Schools Division Superintendent



Address: Tayum Street, Barangay 8, Kabankalan City, Negros Occidental  
Telephone Number: 471-2004 | 471-2003  
E-mail: kabankalan.city001@deped.gov.ph