




Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OFFICE OF KABANKALAN CITY
Tayum St., Barangay 8, Kabankalan City, Negros Occidental
Tel. No. (034) 471-2003 • (034) 471-2454



DIVISION MEMORANDUM

No. 28, s. 2019

To: : Asst. Schools Division Superintendent
All Public Schools District Supervisors/In-Charge
School Heads of Senior High Schools/In-Charge
All others concerned

From :  **MA. LORLINIE M. ORTILLO, CESO VI**
Schools Division Superintendent

Date : **March 6, 2019**

Subject : **DESIGNATION OF JOLLY G. GARIANDO, JR. AS OVER-ALL SENIOR HIGH SCHOOL COORDINATOR**

1. The field is hereby informed of the designation of Jolly G. Gariando, Jr., School Principal I of Florentino Galang, Sr. National High School, as the Over-all Senior High School Coordinator for this Schools Division.
2. In view of this and the oversight authority given unto him, all Senior High School Coordinators, school heads, program implementors in schools including Division Personnel with organic assignments and delegation pertaining to Senior High School, are hereby directed to synchronize all activities and consolidate their reports through the over-all in charge.
3. All activities and reports thereby are to be noted for by the over-all in charge prior to the signing or approval of the Schools Division Superintendent for purposes of monitoring, documentation and proper and efficient facilitation.
4. Widest dissemination of this memorandum is highly recommended.