



Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

MEMORANDUM

No. 41 s. 2025

TO : **RIZZA A. DABODA**
School Principal IV
District-In-Charge, Barcelona Schools District

FROM : **JAYS. MONTEALTO, CESO VI**
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

SUBJECT : Designation Order

DATE : June 30, 2025

In the exigency of the service, and in addition to your designation as District-in-Charge of Barcelona Schools District, you are hereby designated to temporarily take over the functions of Ms. Luna Luz B. Racho, Education Program Supervisor in view of her leave of absence effective June 25, 2025 to August 5, 2025 or upon her return.

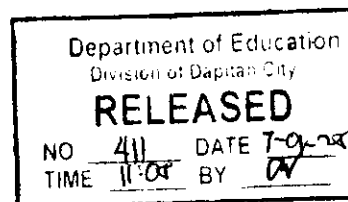
This designation bears the authority to assume the powers, duties and responsibilities of Ms. Racho such as being the Madrasah and Kindergarten Focal Person and other related functions.

This memorandum does not carry with it any additional remuneration and compensation and shall remain effective therein unless revoked at will for cause.

For your guidance and compliance.

Cc:

ASDS
CID
SGOD
Accountant III
Budget
AO V
AO IV (Personnel)
Planning Office
One-time cleansing Committee
Cash Section



Sunset Boulevard, Dawo, 7101 Dapitan City
(065) 917-5113 dapitancity@deped.gov.ph
www.depeddapitancity.net fb.com/DepEdDapitanCity

