



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

Office of the Schools Division
Superintendent

September 25, 2025

DIVISION MEMORANDUM

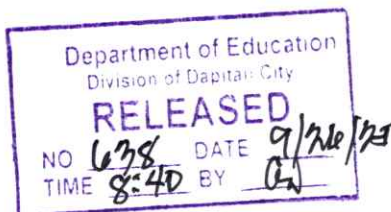
OSDS-2025- 638

DESIGNATION ORDER AS DISBURSING OFFICER

TO: **JEAN S. BAGUINAT**
Administrative Officer II
San Pedro Integrated School

1. In the exigency of the service, you are hereby designated as **Disbursing Officer of San Vicente Elementary School**, effective immediately.
2. This designation bears the authority to assume the powers, duties and responsibilities of a Disbursing Officer and shall remain effective therein unless revoked at will for cause.
3. This memorandum does not carry with it any additional remuneration and compensation.
4. For your guidance and compliance.


JAY S. MONTEALTO, CESO VI
Schools Division Superintendent



Sunset Boulevard, Dawo, 7101 Dapitan City
0912-617-7243
www.depeddapitancity.net
dapitancity@deped.gov.ph
fb.com/DepEdDapitanCity

