



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

Office of the Schools Division Superintendent

October 27, 2025

DIVISION MEMORANDUM

OSDS-2025- 716

To: Alona Mae Antabo Administrative Officer II	Katherine Balladares Administrative Officer II
Dimna Caballero Administrative Officer II	Meche Caermare Administrative Officer II
Francis Jatico Administrative Officer II	Jaypee Masangkay Administrative Officer II
Marie Medija Administrative Officer II	Jaypee Monteza Administrative Officer II
Elvinia Portacio Administrative Officer II	Carmel Acojedo Administrative Officer II
Gil Javier Administrative Officer II	Medar Padao Administrative Officer II
Jean Baguinat Administrative Officer II	Aljenn Caylaluad Administrative Officer II
Erlyn Lapodye Administrative Officer II	Zalenmay Osorio Administrative Officer II
Jerene Sarmiento Administrative Officer II	Claire Elumba Administrative Officer II

- In the interest of service and to ensure the timely delivery of Learning Resource Materials (LRMs) to schools, you are hereby directed to report to the SDO Supply Office tomorrow, **October 28, 2025, at 8:00 a.m.**
- Your assistance is required in the packing and distribution of LRMs to the respective schools within the Division. Please coordinate with the Supply Officer upon arrival for specific assignments and instructions.
- For guidance and compliance.

Department of Education
 Division of Dapitan City
RELEASED
 NO. 716 DATE 10/27/25
 TIME 4:58 BY [Signature]

JAY S. MONTEALTO, CESO VI
 Schools Division Superintendent



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