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Republic of the Philippines
Department of Education
REGION II - CAGAYAN VALLEY
SCHOOLS DIVISION OF BATANES

DIVISION MEMORANDUM

ADM-2025 - **034**

To: **LEILANI D. UGALI**
Education Program Supervisor

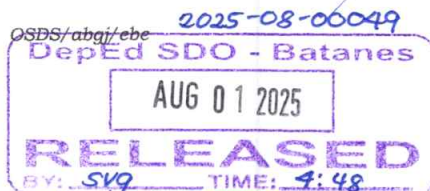
*Digitally signed by Gumaru
Alfredo Jr. B. Gumaru
Date: 2025.08.01 16:07:25
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From: **ALFREDO B. GUMARU JR. EdD, CESO V**
Schools Division Superintendent

Date: August 1, 2025

Subject: **ASSIGNMENT ORDER**

1. Due to the approval of your appointment as Education Program Supervisor for English, you are hereby advised of your assignment at the Curriculum and Implementation Division (CID), Schools Division Office of Batanes, Basco, Batanes, to perform the duties and responsibilities (As per attached Position Description Form), effective immediately.
2. You are therefore advised to clear yourself of all money and property accountabilities from your current assignment before reporting to your new office assignment.
3. Please be guided accordingly.



Address: Basco, Batanes, 3900
Contact No.: 09687467949, 09539704860
Email Address: batanes@deped.gov.ph
Facebook: facebook.com/deped.batanes
Website: <https://depedbatanes.ph>

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