



Republic of the Philippines  
Department of Education  
NATIONAL CAPITAL REGION  
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division  
Superintendent

AUG 15 2023

MEMORANDUM  
No. 187, s. 2023

**DESIGNATION OF THE DIVISION FOCAL PERSON FOR SENIOR HIGH SCHOOLS**

To: OIC – Assistant Schools Division Superintendent  
Chief Education Supervisor, Curriculum Implementation Division  
Chief Education Supervisor, School Governance and Operations Division  
Private Elementary and Secondary School Heads/OICs  
Administrative Officer V  
All Others Concerned

1. The field is hereby informed of the designation of **Mr. Jayboy Evano**, Public Schools District Supervisor, Curriculum Implementation Division, as the **Division Focal Person for Senior High School** effective August 16, 2023.
2. Relative to this, a handover checklist and all other relevant documents and data on Senior High School must be turned over by Ms. Clarisa C. Avila to Mr. Jayboy Evano to ensure a smooth transition of duties and responsibilities.
3. It is expected that usual courtesy and cooperation shall be extended by all senior high schools to the new focal person.
4. Immediate and wide dissemination of this Memorandum is desired.

  
**EVANGELINE P. LADINES CESO V**  
Schools Division Superintendent

Encl: As stated  
Reference: As stated  
To be indicated in the Perpetual Index

Under the following subjects:

OFFICIALS                      POSITIONS                      PUBLIC EDUCATION

MALD/Memo – DESIGNATION OF THE DIVISION FOCAL PERSON FOR SENIOR HIGH SCHOOLS  
187 August 14, 2023

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