



Republic of the Philippines
Department of Education
National Capital Region

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

AUG 18 2023

MEMORANDUM

No. 196, s. 2023

MOVEMENT/TRANSFER/REASSIGNMENT OF
SCHOOL HEADS AND SDO OFFICIALS

To: OIC- Assistant Schools Division Superintendent/
Chief Education Supervisor, SGOD
Chief Education Supervisor, CID
Public Elementary and Secondary School Heads/OICs
Administrative Officer V
All Others Concerned

1. The field is hereby informed of the new assignment of the following school heads in the exigency and best interest of the service effective **August 23, 2023**, to wit:

NAME	PRESENT ASSIGNMENT	NEW ASSIGNMENT
MR. HILARIO G. CANASA School Principal I	BULI ELEMENTARY SCHOOL	PUTATAN ELEMENTARY SCHOOL
MR. FELIPE W. MARAPAO JR Assistant School Principal II	PUTATAN ELEMENTARY SCHOOL	CUPANG SENIOR HIGH SCHOOL
MS. MARIE ANNE R. ESMERIA Assistant School Principal II	CUPANG ELEMENTARY SCHOOL ANNEX	BULI ELEMENTARY SCHOOL
MS. JINKY D. SANTOS Assistant School Principal II	CUPANG SENIOR HIGH SCHOOL	CUPANG ELEMENTARY SCHOOL ANNEX

2. Likewise, the hereunder Division Official are being designated as Officer-in-Charge Principal, in a concurrent capacity, effective on the aforementioned date, unless sooner revoke:

NAME	ASSIGNMENT
MS. MARISSA M. ANDANZA Education Program Supervisor	MUNTINLUPA BUSINESS HIGH SCHOOL SUCAT ANNEX

NUM-2023-196



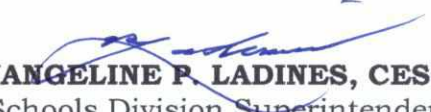
Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan,
Muntinlupa City
8805-9935, 8805-9940
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3. It is enjoined that all School Heads who will be reassigned or transferred should conduct a proper turn-over of responsibility for the smooth transition and submit their school clearance to the Division HRMO on or before August 23, 2023.
4. Teachers and Non-Teaching Personnel are hereby requested to give their utmost cooperation to the incoming school heads.
5. For information, guidance and strict compliance.


EVANGELINE P. LADINES, CESO V
Schools Division Superintendent

To be indicated in the Perpetual Index
under the following subject

REASSIGNMENT TRANSFER
MOVEMENT

AMF/ MOVEMENT/TRANSFER/REASSIGNMENT OF SCHOOL HEADS AND SDO OFFICIALS

196/ August 17, 2023

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