



Republic of the Philippines  
Department of Education  
REGION IV-A CALABARZON  
CITY SCHOOLS DIVISION OF BIÑAN CITY

DEPARTMENT OF EDUCATION  
Schools Division of Biñan City  
RECORDS SECTION

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MAR 12 2024

By: *[Signature]*

12 Mar 2024

**DIVISION MEMORANDUM**  
No. 102, s. 2024

**DESIGNATION AS DIVISION SPORTS OFFICER**

To: **GERTRUDE A. ANUNCIACION**  
Education Program Supervisor

1. In the exigency of the service you are hereby designated as Division Sports Officer concurrent to your capacity as EPS-SGOD effective immediately and until further notice.
2. It is understood that you shall perform the duties and responsibilities of the said position effectively and efficiently.
3. Please be guided accordingly.

  
**MANUELA S. TOLENTINO, CESO V**  
Schools Division Superintendent

Encl: None

Reference: None

OSDS/PER / TGP / OGL / DESIGNATION AS DIVISION SPORTS OFFICER  
/ 03/12/2024