



Republic of the Philippines  
**Department of Education**

REGION IV-A CALABARZON  
CITY SCHOOLS DIVISION OF BIÑAN CITY

24 APR 2023  
3:10 p

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**DIVISION MEMORANDUM**

OSD-2023- 006

**DESIGNATION AS SCHOOL PROPERTY CUSTODIAN OF ZAPOTE ELEMENTARY SCHOOL**

To : **JANETTE H. PERMIGONES**  
Administrative Assistant II, Zapote Elementary School

1. In the exigency of the service, you are hereby designated as Property Custodian concurrent to your position as Administrative Assistant II of Zapote Elementary School effective immediately and until further advice.
2. It is understood that you shall perform the duties and responsibilities of the position effectively and efficiently.
3. Immediate and widest dissemination of this Memorandum is desired.

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

Encl: None  
Reference: None

OSDS/AD / AMC / GGM / DM-Designation as School Property Custodian of Zapote Elementary School  
/ 04/24/2023



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