



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

JAN 12 2021

By: *Jr.*

09:46 AM

12 Jan 2021

DIVISION MEMORANDUM

No. 009, s. 2021

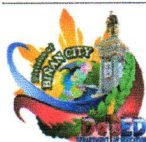
**DESIGNATION AS SCHOOL PROPERTY CUSTODIAN OF
OUR LADY OF LOURDES ELEMENTARY SCHOOL**

To : **JOSHUA L. MALABANAN**
Our Lady of Lourdes Elementary School

1. In the exigency of the service, you are hereby designated as Property Custodian of Our Lady of Lourdes 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 in addition to your regular task.
3. Immediate dissemination of this Memorandum is desired.

EDNA FAURA-AGUSTIN
Schools Division Superintendent

X





Republic of the Philippines
Department of Education
Region IV-A CALABARZON
Division of Biñan City
Our Lady of Lourdes Elementary School
Champagne St. Brgy. Malamig, City of Biñan, Laguna

DEPARTMENT OF EDUCATION
Schools Division of Biñan City
RECORDS SECTION
JAN 11 2021
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December 11, 2020

Edna Faura-Agustin
Schools Division Superintendent
Division of City of Biñan

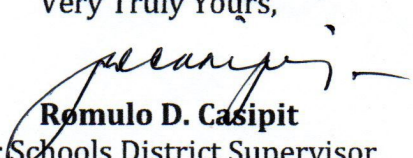
Dear Madame:

Good day!

I have the honor to recommend **Mr. Joshua L. Malabanan**, Teacher 1 of Our Lady of Lourdes Elementary School as the School Property Custodian.

This designation is in addition to his regular duties as a Teacher 1, and it carries with it the authority to assume the duties and responsibilities of a Property Custodian.

Very Truly Yours,


Romulo D. Casipit
Public Schools District Supervisor
District X



Republic of the Philippines
Department of Education
Region IV-A CALABARZON
Division of Biñan City
Our Lady of Lourdes Elementary School
Champagne St. Brgy. Malamig, City of Biñan, Laguna

December 11, 2020

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Schools Division Superintendent
Division of City of Biñan

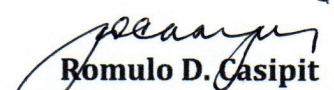
Dear Madame:

Good day!

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This designation is in addition to his regular duties as a Teacher 1, and it carries with it the authority to assume the duties and responsibilities of a Property Custodian.

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Republic of the Philippines
Department of Education
REGION IV-A - CALABARZON
SCHOOLS DIVISION OF BIÑAN CITY
OUR LADY OF LOURDES ELEMENTARY SCHOOL
CHAMPAGNE ST. BRGY. MALAMIG, CITY OF BIÑAN, LAGUNA

January 4, 2021

EDNA FAURA-AGUSTIN
SCHOOLS DIVISIONS SUPERINTENDENT
SDO-BIÑAN CITY
BRGY. STO. DOMINGO BIÑAN CITY, LAGUNA

THRU: ARIEL M. CABANTOG
Administrative Officer V
SDO-BIÑAN CITY
BRGY. STO. DOMINGO BIÑAN CITY, LAGUNA


Dear Sir/Madame:

I, **MARY ANN M. ALTICHE, Teacher I** of **Our Lady of Lourdes Elementary School**, is hereby resigning to my duty as a **PROPERTY CUSTODIAN** of **Our Lady of Lourdes Elementary School** due to the following reasons:

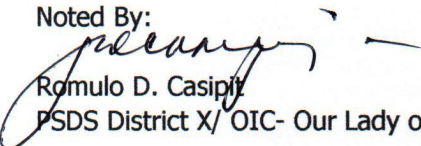
- Over workload (MTB-MLE coordinator, Grade 3 Key Teacher, Advisership duties and responsibilities)
- Residency (Blk. 9 Lt. 18 Celina Homes Technopark Brgy. Loma Biñan City Laguna) is far from the school's vicinity.

I am highly recommending **JOSHUA L. MALABANAN, Teacher I** of **Our Lady of Lourdes Elementary School**, as a new **PROPERTY CUSTODIAN** of **Our Lady of Lourdes Elementary School**, whose vicinity is 180 meters nearby the school's vicinity.

Very Truly Yours,


Mary Ann M. Altiche
Teacher I
Our Lady of Lourdes Elementary School

Noted By:

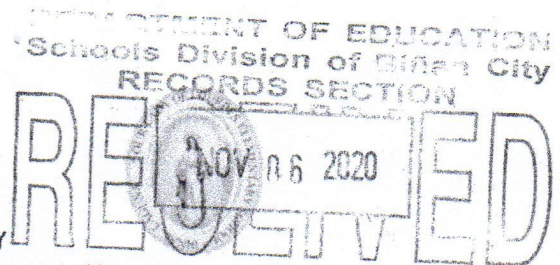

Romulo D. Casipit
PSDS District X/ OIC- Our Lady of Lourdes Elementary School



OUR LADY OF LOURDES ELEMENTARY SCHOOL
Address: Champagne St. Brgy. Malamig, City of Biñan, Laguna
Telephone Numner: (049) 512-9800
Email Address: olles.malamig@gmail.com
Official Facebook Page: Our Lady of Lourdes ES Official Account



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region IV-A CALABARZON
SCHOOLS DIVISION OF BIÑAN CITY



OUR LADY OF LOURDES ELEMENTARY SCHOOL

Champagne St. Barangay Malamig Biñan City, Laguna/School ID: 108214

**School Memorandum
No. 1, s. 2020**

TO : JOSHUA L. MALABANAN
Teacher I


FROM : ELVIRA P. VILLANUEVA
Head Teacher I

SUBJECT : DESIGNATION AS SCHOOL PROPERTY CUSTODIAN


DATE : OCTOBER 5, 2020

1. In the exigency of the service, you are hereby designated as **SCHOOL PROPERTY CUSTODIAN** of Our Lady of Lourdes Elementary School for School Year 2020-2021.
2. It is expected that you shall perform the duties and responsibilities attached to your designate on and such other related function as maybe assigned and will be doing so until such time that this is revoked.
3. Immediate and wildest dissemination of this Memorandum is desired.

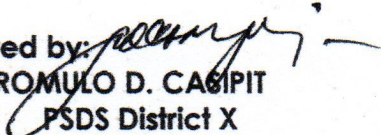
Conforme:


JOSHUA L. MALABANAN
Teacher I

Recommended by:


ELVIRA P. VILLANUEVA
Head Teacher I

Approved by:


ROMULO D. CASIPIT
PSDS District X



Republic of the Philippines
Department of Education
REGION IV-A - CALABARZON
SCHOOLS DIVISION OF BIÑAN CITY
OUR LADY OF LOURDES ELEMENTARY SCHOOL
CHAMPAGNE ST. BRGY. MALAMIG, CITY OF BIÑAN, LAGUNA

DEPARTMENT OF EDUCATION
SCHOOLS DIVISION OF BIÑAN CITY
RECORDS SECTION
RECEIVED
JAN 11 2021

January 4, 2021

EDNA FAURA-AGUSTIN
SCHOOLS DIVISIONS SUPERINTENDENT
SDO-BIÑAN CITY
BRGY. STO. DOMINGO BIÑAN CITY, LAGUNA

THRU: ARIEL M. CABANTOG
Administrative Officer V
SDO-BIÑAN CITY
BRGY. STO. DOMINGO BIÑAN CITY, LAGUNA

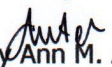
Dear Sir/Madame:

I, **MARY ANN M. ALTICHE**, Teacher I of **Our Lady of Lourdes Elementary School**, is hereby resigning to my duty as a **PROPERTY CUSTODIAN** of **Our Lady of Lourdes Elementary School** due to the following reasons:

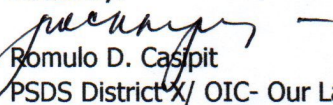
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- Residency (Blk. 9 Lt. 18 Celina Homes Technopark Brgy. Loma Biñan City Laguna) is far from the school's vicinity.

I am highly recommending **JOSHUA L. MALABANAN**, Teacher I of **Our Lady of Lourdes Elementary School**, as a new **PROPERTY CUSTODIAN** of **Our Lady of Lourdes Elementary School**, whose vicinity is 180 meters nearby the school's vicinity.

Very Truly Yours,


Mary Ann M. Altiche
Teacher I
Our Lady of Lourdes Elementary School

Noted By:

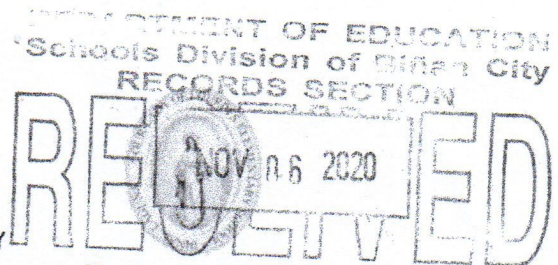

Romulo D. Caspit
PSDS District X/ OIC- Our Lady of Lourdes Elementary School



OUR LADY OF LOURDES ELEMENTARY SCHOOL
Address: Champagne St. Brgy. Malamig, City of Biñan, Laguna
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OUR LADY OF LOURDES ELEMENTARY SCHOOL

Champagne St. Barangay Malamig Biñan City, Laguna/School ID: 108214

**School Memorandum
No. 1, s. 2020**

TO : JOSHUA L. MALABANAN
Teacher I


FROM : ELVIRA P. VILLANUEVA
Head Teacher I

SUBJECT : DESIGNATION AS SCHOOL PROPERTY CUSTODIAN


DATE : OCTOBER 5, 2020

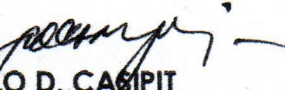
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2. It is expected that you shall perform the duties and responsibilities attached to your designate on and such other related function as maybe assigned and will be doing so until such time that this is revoked.
3. Immediate and wildest dissemination of this Memorandum is desired.

Conforme:


JOSHUA L. MALABANAN
Teacher I

Recommended by:


ELVIRA P. VILLANUEVA
Head Teacher I

Approved by: 
ROMULO D. CASIPIT
PSDS District X



Republic of the Philippines
Department of Education
REGION IV-A - CALABARZON
SCHOOLS DIVISION OF BIÑAN CITY
OUR LADY OF LOURDES ELEMENTARY SCHOOL
CHAMPAGNE ST. BRGY. MALAMIG, CITY OF BIÑAN, LAGUNA

DEPARTMENT OF EDUCATION
Schools Division of Biñan City
RECORDS SECTION

RECEIVED
JAN 11 2021

02:45

January 4, 2021

EDNA FAURA-AGUSTIN
SCHOOLS DIVISIONS SUPERINTENDENT
SDO-BIÑAN CITY
BRGY. STO. DOMINGO BIÑAN CITY, LAGUNA

THRU: ARIEL M. CABANTOG
Administrative Officer V
SDO-BIÑAN CITY
BRGY. STO. DOMINGO BIÑAN CITY, LAGUNA

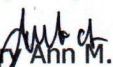
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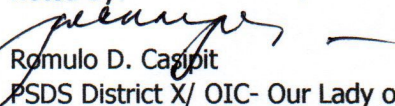
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Very Truly Yours,


Mary Ann M. Altiche
Teacher I
Our Lady of Lourdes Elementary School

Noted By:


Romulo D. Casipit
PSDS District X/ OIC- Our Lady of Lourdes Elementary School



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SCHOOLS DIVISION OF BIÑAN CITY

DEPARTMENT OF EDUCATION
Schools Division Office - Biñan City
RECORDS SECTION
NOV 06 2020
3:46

OUR LADY OF LOURDES ELEMENTARY SCHOOL

Champagne St. Barangay Malamig Biñan City, Laguna/School ID: 108214

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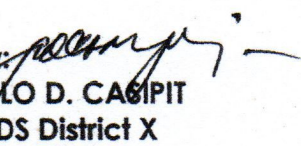
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PSDS District X