



DEPARTMENT OF EDUCATION
Schools Division of Biñan City
RECORDS SECTION

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

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DIVISION MEMORANDUM
No. 110, s. 2021

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

To : **MIRGLAIDA A. TEODORO**
Tubigan Elementary School

1. In the exigency of the service, you are designated as Property Custodian of Tubigan 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



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