



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

DEPARTMENT OF EDUCATION  
School Division Office of  
S. SEC

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DIVISION MEMORANDUM  
No. 276, s.2021

04 Aug 2021

**DESIGNATION AS SCHOOL PRINCIPAL OF NEREO R. JOAQUIN NATIONAL  
HIGH SCHOOL**

To : **MA. BEATRIZ T. MANAIG**  
Principal II  
Biñan Secondary School of Applied Academics

1. In the exigency of the service, you are hereby designated as **PRINCIPAL II** of Nereo R. Joaquin National High School effective August 11, 2021 and until further notice.
2. You are expected to perform the duties and functions of the said position effectively and efficiently .
3. It is understood that you shall submit necessary documents and clearance from money, properties and other work related accountabilities and submit the same to the Personnel Unit within five (5) days after receipt of this letter.
4. Immediate dissemination of this Memorandum is desired.

**EDNA FAURA AGUSTIN**  
Schools Division Superintendent



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