




DEPARTMENT OF EDUCATION  
Schools Division of Education  
RECORDS SECTION

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

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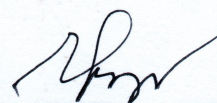
DIVISION MEMORANDUM

No. 313, s. 2021

**DESIGNATION OF FREEDOM OF INFORMATION OFFICERS FOR THE SCHOOLS  
DIVISION OFFICE**

To : Assistant Schools Division Superintendent  
Chief, School Governance and Operations Division  
Chief, Curriculum Implementation Division  
All School Heads

1. The Revised Department of Education People's Freedom of Information Manual and Implementing Details obligates that all offices are required to have Freedom of Information Receiving Officer (FOI RO) and FOI Decision Makers (DMs).
2. The FOI RO shall come from the Records Section. The FOI DM and FOI DM Officer-in-Charge shall not be lower than a Division Chief
3. With this, attached hereto are the designated officers.
4. Immediate dissemination of this Memorandum is desired.



**EDNA FAURA-AGUSTIN**  
Schools Division Superintendent

Encl: As stated

Reference: Memorandum dated August 10, 2021

OSDS/LGL / DESIGNATION OF FREEDOM OF INFORMATION  
OFFICERS FOR THE SCHOOLS DIVISION OFFICE  
08/18/2021

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Enclosure

**SCHOOLS DIVISION OFFICE FREEDOM OF INFORMATION OFFICERS**

Freedom of Information Receiving Officer Editha Y. Coloma
Freedom of Information Decision Maker Bayani V. Enriquez
OIC Freedom of Information Decision Maker Ariel M. Cabantog



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