



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

DEPARTMENT OF  
Schools Division of  
RECORDS SECTION

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MEMORANDUM

No. 019, s. 2021

**DESIGNATION AS CONTINUOUS IMPROVEMENT FOCAL PERSON**

To : **DR. GERTRUDE E. ANUNCIACION**  
Education Program Supervisor - SGOD  
City Schools Division of Biñan City

1. In the exigency of the service, you are hereby designated as **Continuous Improvement (CI) Focal Person** effective immediately and until further notice.
2. It is understood that you shall perform the duties and responsibilities of the said position effectively and efficiently in addition to your duties as Education Program Supervisor of the Schools Governance Operation Division (EPS-SGOD).
3. Immediate dissemination of this Memorandum is desired.

  
**EDNA FAURA AGUSTIN**  
Schools Division Superintendent

