



Republic of the Philippines  
**Department of Education**  
 REGION III  
 SCHOOLS DIVISION OFFICE OF ANGELES CITY

DEPARTMENT OF EDUCATION  
 SCHOOLS DIVISION OF ANGELES CITY  
**RELEASED**  
 DEC 23 2024  
 BY: \_\_\_\_\_

December 20, 2024

**DIVISION MEMORANDUM**  
 No. 480, s. 2024

**MOVEMENT, TRANSFER, REASSIGNMENT, OR DESIGNATION OF PUBLIC  
 ELEMENTARY SCHOOL PRINCIPALS AND HEAD TEACHER (BATCH 5)**

To: Assistant Schools Division Superintendent  
 SGOD Chief Education Supervisor  
 CID Chief Education Supervisor  
 Public Elementary and Secondary School Heads

1. In compliance with DECS Order 8, s. 1993 that when positions in the Civil Service become vacant and upon exceptional circumstances, particularly in the exigency of the service as stipulated in DepEd Order 7 s. 1999, this Office announces the Movement, Transfer, Reassignment, or Designation of the following Public Elementary School Principals, Head Teacher (Batch **5**) in this Division, effective **January 2, 2025**:

Original School Assignment	Name	New School Assignment
EPZA Resettlement ES	Ms. Victoria G. Torres Principal II	Anunas ES
Anunas ES	Mr. Allan B. Nacu Principal II	Air Force City ES
Air Force City ES	Ms. Carina G. Tayag Head Teacher III	Angeles Elementary School
Leoncia Village IS	Mr. Elmer T. Hiva Principal I	Dr. Clemente N. Dayrit Sr. ES
Dr. Clemente N. Dayrit Sr. ES	Mr. Nino C. Arceo Principal II	EPZA Resettlement ES
Sto. Domingo IS	Mr. Nicolas H. Contreras Jr. Principal I	Leoncia Village IS

2. The said movement, transfer, reassignment, or designation is division-specific and not cluster- or school-specific as per the policy guidelines. This means that school principals or head teachers will be moved, transferred, re-assigned, or designated to any clusters or schools within the division when the need arises to purposely ensure great opportunities for sharing educational leadership and strategic management and offer equal opportunities to institutionalize good rapport between and among internal and external stakeholders in the clusters or schools.

3. It is enjoined that the above-listed school principals and head teacher who will be assigned to other schools shall **submit their clearances** to the Personnel Unit from **December 27, 2024**. Likewise, the turn-over of responsibilities between the incoming and outgoing school principals and head teacher shall be facilitated on





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**January 2, 2024**, by the Public Schools District Supervisors concerned with the Chief ES-CID.

4. Teachers and non-teaching personnel of the concerned schools are requested to give their utmost cooperation to the incoming school principals and head teacher.
5. Immediate dissemination of and strict compliance with this Memorandum are directed.

**ENGR. EDGARD C. DOMINGO PhD, CESO V**  
Schools Division Superintendent *Wm*

Reference: DECS Order 8, s. 1993 DepEd Order 7 s. 1999

To be indicated in the Perpetual Index under the following subjects:

MOVEMENT      TRANSFER      REASSIGNMENT  
DESIGNATION    SCHOOL HEADS

SGOD/CES/December 20, 2024