



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



03 Jan, 2025

DIVISION MEMORANDUM

No. 003 s. 2025

MOVEMENT, TRANSFER, REASSIGNMENT, OR DESIGNATION OF PUBLIC ELEMENTARY SCHOOL PRINCIPAL, ASSISTANT PRINCIPAL II, AND HEAD TEACHERS (BATCH 6)

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 Principal, Assistant Principal, and Head Teachers (Batch 6) in this Division, effective **January 7, 2025**:

Original School Assignment	Name	New School Assignment
Sapangbato NHS-SHS Level	Mr. Delio B. Sannadan Principal 1	Sta. Maria ES
Angeles City NHS-SHS Level	Mr. Benedick Daniel O. Yumul – (Head Teacher III) OIC-ASP II	Sapangbato NHS-SHS Level
Angeles City NHS-SHS Level	Dr. Narciso I. Ambrocio ASP II	Angeles City NHS-SHS Level
Sta. Maria ES	Ms. Mary Joyce C. Kabigting Head Teacher II	Sta. Teresita ES

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 public school principals, assistant 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 public elementary school principal, assistant principal, and head teachers who will be assigned to other schools shall **submit their clearances** to the Personnel Unit on **January 6, 2025**.






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Likewise, the turn-over of responsibilities between the incoming and outgoing school principal, assistant principal, and head teachers shall be facilitated on **January 7, 2025**, 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 public elementary school principal, assistant principal, or head teachers.

5. Immediate dissemination of and strict compliance with this Memorandum are directed.


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

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/January 3, 2025