



Republic of the Philippines  
**Department of Education**  
 REGION X - NORTHERN MINDANAO  
 DIVISION OF MALAYBALAY CITY

UNAM 2021-01-001  
 DIVISION OF MALAYBALAY CITY DIVISION  
 RELEASED  
 DATE: 05 JAN 2021 TIME: 9:04  
 JAN 05 2021

**UNNUMBERED MEMORANDUM**

To: Assistant Schools Division Superintendent  
 Chief Education Supervisor, SGOD & CID  
 Education Program Supervisors  
 Public Schools District Supervisors  
 Concerned School Heads & Teachers  
 All Others Concerned

From: **VICTORIA V. GAZO, Ph.D., CESO V**  
 Schools Division Superintendent

Date: January 5, 2021

Subject: **Installation Schedule of the Newly Reclassified School Heads**

1. There will be an installation of newly reclassified school heads to their respective new assignments on January 11 – 12, 2021.

2. Below is the schedule of installation which will be done by the Schools Division Superintendent or her duly authorized representative.

	Date	Time	School	District	Name of Teacher-In-Charge	Installation Officers
1	Day 1 Jan. 11, 2021	8:00-9:00AM	Busdi IS	X	Neri Pancho	Lorenzo O. Capacio, EdD
2		9:30-11:00 AM	Kulaman ES	X	Daniel Ocier	
3		1:00- 2:00 PM	Mapulo ES	X	Caren James Baluran	
5	Day 2 Jan. 12, 2021	8:00-9:00AM	St Peter ES	X	Rene Aclub	Lorenzo O. Capacio, EdD
6		9:30-10:30AM	Pigpamulahan ES	X	Jemma Ombayan	
7	Day 1 Jan. 11, 2021	11:00-1:00PM	Pighalugan ES	X	Dominel Plazos	SDS Victoria V. Gazo, PhD, CESO V
8		3:00-5:00PM	Langasihian ES	IX	Maia Shiela Acacio	
9	Day 2 Jan. 12, 2021	8:00-9:00AM	Calawag ES	VII	Myrna Pulido	SDS Victoria V. Gazo, PhD, CESO V
10		1:00-2:00PM	Paiwaig ES	VIII	Nelita Caballero	
11		3:00-5:00PM	Panamucan ES	V	Nairobi Baja	



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	Date	Time	School	District	Name of Teacher-In-Charge	Installation Officers
12	Day 1 Jan. 11, 2021	8:00-9:00AM	Kilap-agan IS	II	Noemi Hisona	ASDS Alicna S. Dajay, PhD, CESE
13		10:00-12:00 NN	Taga-ilanao ES	II	Criselda Nilles	
14		2:00-3:00 PM	Bendolan ES	VI	Mark Douglas Tuquib	
15	Day 2 Jan. 12, 2021	9:00-12:00 AM	Imbayao NHS	III	Romulo Ongkiatco	ASDS Aliena S. Dajay, PhD, CESE
16		1:00-3:00 PM	Damitan ES	I	Jonathan Villaflores	
17	Day 1 Jan. 11, 2021	9:00-11:00AM	Manalog IS	II	Fermar Montañez	Ralph T. Quirog
18		11:00-1:00PM	Baganao ES	II	Danny Flores	
19		2:00-4:00PM	Can-ayan IS	II	Argie Ducusin	
20	Day 2 Jan. 12, 2021	9:00-11:00AM	Lunokan ES	IX	Genelyn Bello	Ralph T. Quirog

3. For information and guidance.

Copy furnished:  
Records Unit  
Personnel Unit



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