



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

DMM - 2021-12-736  
DEPED MALAYBALAY CITY DIVISION  
RELEASED  
DATE: \_\_\_\_\_ TIME: 5:05 PM  
BY: ~~DEC 29 2021~~

**DIVISION MEMORANDUM**

No. 736, s. 2021

**TO:** Assistant Schools Division Superintendent  
Chief Education Supervisor, SGOD and CID  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned

**FROM:**  **VICTORIA V. GAZO, PhD, CESO V**  
Schools Division Superintendent

**DATE:** December 29, 2021

**SUBJECT: SCHEDULE OF SCHOOL HEADS INSTALLATION**

1. For information and guidance of all concerned, the following school heads are to be installed to their respective new stations on the dates specified with the installation officer.

<b>ELEMENTARY</b>			
<b>School Head</b>	<b>To</b>	<b>Installation Officer</b>	<b>Installation Date</b>
Josette Ygonia	Casisang Central IS	ASDS Dajay	January 4, 2022 (AM)
Juan Bacang	Barangay 9 ES	ASDS Dajay	January 5, 2022 (AM)
Renato Reyes	Dalwangan ES	ASDS Dajay	January 5, 2022 (PM)
Nelita Caballero	Panamucan ES	SGOD Chief Capacio	January 4, 2022 (AM)
Mark Douglas Tuquib	Paiwaig ES	CID Chief Quirog	January 6, 2022 (AM)
Nairobi Baja	Bendolan ES	CID Chief Quirog	January 5, 2022 (PM)
Merry Lagunday	Tuburan IS	SGOD Chief Capacio	January 5, 2022 (PM)
Ariel Pataca	Indalasa ES	SGOD Chief Capacio	January 5, 2022 (AM)
Venus Glinogo	Kibalabag ES	CID Chief Quirog	January 4, 2022 (PM)
Kevin Don Plazos	Silae ES	CID Chief Quirog	January 4, 2022 (AM)
<b>SECONDARY</b>			
Edsel Quemado	Mabuhay IS (JHS)	SGOD Chief Capacio	January 4, 2022 (PM)
Argie Ducusin	Kibalabag IS	CID Chief Quirog	January 5, 2022 (AM)
Romulo Ongkiatco	Can-ayan IS (JHS & SHS)	SDS Gazo	January 4, 2022 (AM)
Glenn Gambi	Imbayao NHS	SDS Gazo	January 6, 2022 (AM)
Elson Dahilog	Casisang Central IS (JHS)	ASDS Dajay	January 4, 2022 (AM)
Arlene Gantalao	Kalasungay NHS	SDS Gazo	January 6, 2022 (PM)
Jose Cruz	Casisang NHS	ASDS Dajay	January 5, 2022 (PM)
Janryl Luis Okit	Silae NHS	SGOD Chief Capacio	January 6, 2022 (AM)



2. It is understood that courtesy call to local officials are expected before the installation ceremony.
3. Public Schools District Supervisors are advised to be present during the installation ceremony in their respective district.
4. Immediate dissemination of this memorandum is required.

