



Republic of the Philippines
Department of Education
REGION IX

SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

Office of the Schools Division Superintendent



May 11, 2023

Division Memorandum
No. 193, s. 2023

SUBMISSION OF PERTINENT PAPERS FOR APPOINTMENT

TO: PSDSs and PICDs
Identified School Heads
Section/ Unit Heads
Identified SDO Personnel

1. With the approval of the **swapping agreement**, the appointees on the attached list are hereby advised to submit his/her pertinent papers for appointment processing to the Personnel Unit of this division on or before May 18, 2023.
2. Attached herewith also is the list of requirements that needs to be complied before the deadline. Late submission of pertinent papers shall require a letter of explanation regarding the delay.
3. For any queries or clarifications, you may call at 09661571283 and connect to Personnel Section, email us at zn.division@deped.gov.ph, or thru the online helpdesk at depedzn.net/helpdesk.
4. Immediate and widest dissemination of this memorandum is desired.

ROY C. TUBALLA EMD, JD, CESO V
Schools Division Superintendent

Encl: Aps stated

PERSONNEL/brg/DM- SubmitPertinentPapersforAppointment
00032-2023/ 05112023

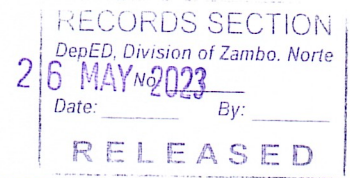




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SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



Attachment to Office Memorandum No. ____, s. 2023

S/N	NAME	POSITION TITLE	SCHOOL ASSIGNMENT
1	Helen P. Balaki	Teacher III	Kalawit NHS-Paraiso Ext.
2	Meliza M. Baliling	Teacher III	Pianon NHS

PERSONNEL/brg/DM- SubmitPertinentPapersforAppointment
00032-2023/ 05022023



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