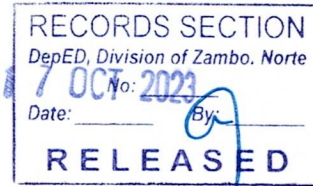




Republic of the Philippines  
**Department of Education**

REGION IX  
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



**Office of the Schools Division Superintendent**

October 16, 2023

Division Memorandum  
No. 455, s. 2023

**ACKNOWLEDGE RECEIPT OF APPOINTMENT**

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

1. Pursuant to the Revised 2017 Omnibus Rules on Appointments and Other Human Resource Actions (ORAOHRA), particularly Section 17 of Rule VI thereof, mandating appointees to acknowledge the receipt of the appointment by signing the acknowledgment portion at the back of the appointment form before performing their duties and responsibilities attached to the position, this office advises all concerned appointees to visit the Personnel Unit of the SDO to personally sign their respective appointment papers (see attached list of appointees).
2. In as much as said documents are still to be submitted to the CSC, concerned appointees are also advised for compliance **within one week** from release of this memorandum.
3. For any queries or clarifications, you may call at 09661571283 and connect to Personnel Section, email us at [zn.division@deped.gov.ph](mailto:zn.division@deped.gov.ph), or thru the online helpdesk at [depedzn.net/helpdesk](http://depedzn.net/helpdesk).
4. Immediate and widest dissemination of this memorandum is desired.

**ROY C. TUBALLA EMD, JD, CESO VI**  
Schools Division Superintendent

Encl: As stated

PERSONNEL/brg/DM- AcknowledgeReceiptAppointment  
0008-2023/ 10162023



Republic of the Philippines  
**Department of Education**

REGION IX  
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

Enclosure No. 1 DM No. 465, s. 2023

S/N	Name	Position Title	School Assignment
1.	Marefe B. Suminguid	Disbursing Officer II	Mutia NHS
2.	Cherie G. Pagasian	ADAS II	Piñan NHS
3.	Lou B. Aguhob	ADAS II	Sergio Osmeña CS, Sergio Osmeña I
4.	Ivy D. Dela Cruz	ADAS III	Sibutad District Office
5.	Jan Ulee S. Bagalanon	ADAS III	Sergio Osmeña I District Office
6.	Lovelyn T. Sanico	ADAS III	Kanim NHS
7.	Alex A. Belonghilot	ADAS III	Piñan District Office
8.	Emel Rome F. Fernandez	ADAS III	La Libertad District Office
9.	Aiza S. Bael	ADAS II	Piñan NHS
10.	Maricris M. Fernandez	ADAS III	Rizal District Office
11.	Annalyn S. Vernaiz	Teacher II	Sindangan Central District

PERSONNEL/brg/DM- AcknowledgeReceiptAppointment  
0008-2023/ 10162023



Address: Capitol Drive, Estaka, Dipolog City 7100 Tel. No.: (065) 212-5843  
Email: [zn.division@deped.gov.ph](mailto:zn.division@deped.gov.ph) Website: [www.depedzn.net](http://www.depedzn.net)  
FB: DepEd Tayo- Schools Division of Zamboanga del Norte