

Republic of the Philippines  
Department of Education  
Region X

**CAGAYAN DE ORO CITY DIVISION**

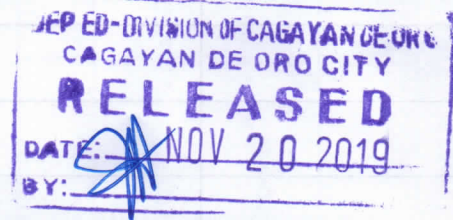
Fr. William F. Masterson, S.J. Avenue,  
Brgy. Upper Balulang, Cagayan de Oro City, 9000 Philippines



**November 18, 2019**

Division Memorandum

No. 940 s.2019



**SUBMISSION OF SCHOOL MASTERLIST OF TEACHING AND NON-TEACHING PERSONNEL**

To: Public School District Supervisors  
Principals/School Heads (Elementary/Secondary)  
This Division

1. In accordance with the 2019 Education Week Celebration, you are hereby reminded to submit the school masterlist of teaching and non-teaching personnel on or before November 22, 2019.
2. This is to facilitate the preparation of the 2019 Education Week Celebration which is scheduled on December 5, 2019 at Atrium Center, Limketkai, Cagayan de Oro City.
3. All PSDSs are requested to facilitate and coordinate with the School Heads regarding this report.
4. Email this report to [solpilaceron7151981@gmail.com](mailto:solpilaceron7151981@gmail.com) on or before November 22, 2019.
5. Attached is the template for you to follow.
6. Widest dissemination of this memorandum is desired.

*for: [signature]*  
**CHERRY MAE L. LIMBACO**  
Schools Division Superintendent *[initials]*

Incl.: As stated

Reference: MEC Orders No. 39, S. 1979 and 57 and  
62 s. 1981 and DO-41-s.2012

DECS Order No. 60, s. 1987  
Allotment:1-2-3-4-(M.O. 1-87)

To be indicated in the Perpetual-Index under the  
following subjects

FUNDS  
OFFICIALS  
RULES AND REGULATIONS  
TEACHERS  
OFFICIALS

# 2019 EDUCATION WEEK CELEBRATION

No.	District	School	Last Name	First Name	MI
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					

Prepared:  
Name and Signature of the School Head

