



Republic of the Philippines
Department of Education
REGION X

SCHOOLS DIVISION OF CAGAYAN DE ORO CITY


107
SCHOOLS DIVISION OF CAGAYAN DE ORO CITY

RELEASED

AUG 17 2023

Office of the Schools Division Superintendent

MEMORANDUM

TO: ROY H. LUMBAN 
Education Program Specialist II
Designated Local School Board (LSB) Secretariat


SUBJECT: DESIGNATION ORDER

DATE: JULY 13, 2023

In the exigency of service, you are designated as the Secretariat of the Local School Board (LSB), representing this office, effective August 16, 2023 until revoked.

As such you will serve as the focal person in ensuring that the LSB meetings are effectively organized, coordinated, facilitated, and documented. Thus, you are tasked to prepare, collate, and circulate papers and minutes in every meeting.

For compliance.


ROY ANGELO E. GAZO
Schools Division Superintendent



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