



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF MISAMIS ORIENTAL**

**Office of the Schools Division  
Superintendent**

**07 SEPTEMBER 2022**

**DIVISION MEMORANDUM**

No. **506** s. 2022

**OFFICER-IN-CHARGE OF THE ASSET MANAGEMENT DIVISION UNDER  
ADMINISTRATIVE SERVICE-CENTRAL OFFICE**

To: **Public Schools District Supervisors/DICs  
Elementary and Secondary School Heads  
All Concerned**

1. Pursuant to the Office of the Undersecretary for Administration Office Order No. 01, s. 2022, the field is hereby informed that Mr. Albert C. Alano, Supervising Administrative Officer of the Asset Management Division (AMD) under the Administrative Service-Central Office, is the newly designated Officer-in-Charge of the AMD effective August 17, 2022.

2. All concerns, requests, transactions related to AMD Central Office shall be addressed to him with an official correspondence, to wit:

**ALBERT C. ALANO**  
Officer-in-Charge  
Asset Management Division, Administrative Service

3. Wide dissemination of this Memorandum is enjoined.

**JONATHAN S. DELA PEÑA, PhD, CESO V**  
Schools Division Superintendent



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