



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

Office of the Schools Division Superintendent

May 26, 2023

DIVISION MEMORANDUM

No. 326 s. 2023

**ASSIGNMENT OF CHECKING OF DIPLOMA AND CERTIFICATE OF COMPLETION
FOR THE SCHOOL YEAR 2022-2023**

To: OIC- ASDS
Chiefs/ CID/ SGOD
Education Program Supervisors
PSDS/ PSDICs
Elementary/Secondary School Heads
All Others Concerned

1. Pursuance to DepEd Order number 11, s 2018, **GUIDELINES ON THE PREPARATION AND CHECKING OF SCHOOL FORMS**, this Office through the Curriculum Implementation Division hereby assigns the Education Program Supervisors to counter check the Diplomas for Grade 6 and Grade 12 and Certificate for Grade 10 with the SF1 for School Year 2022-2023.
2. This checking assignment, aims to:
 - a. ensure the quality and consistency of learner's information;
 - b. check the consistency and reliability of the system in generating forms that contain information about the learners;
 - c. validate the accuracy of the learner's information across all reports and against relevant reference documents.

District	Assigned Checker
Alubijid East	Sally G. Aguillar
Alubijid West	Sally G. Aguillar
Balingasag Central	Gladys S. Banac
Balingasag North	Gladys S. Banac
Balingasag South	Gladys S. BANac
Balingoan	Gines C. Cacayan
Claveria Central	Sheilla B. Diango
Claveria Northeast	Sheilla B. Diango
Claveria West	Sheilla B. Diango
Gitagum	Rafunzel D. Epanis
Initao North	Rafunzel D. Epanis
Initao South	Mary Grace V. Gallana
Jasaan North	Norberto E. Rosales
Jasaan South	Norberto E. Rosales
Kinoguitan	Joanna Ruby L. Presente
Lagonglong	Lilian B. Salan



Address: Del Pilar corner Velez Street, Brgy. 29, Cagayan de Oro City 9000
Telephone Nos.: (088) 881-3094 | Text: 0917-8992245 (Globe)
Website: www.deped.misor.net
Email: misamis.oriental@deped.gov.ph



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Laguindingan	Sally G. Aguillar
Libertad	Rafunzel D. Epanis
Lugait	Merly B. Mabelin
Magsaysay I	Joanna Ruby L. Presente
Magsaysay II	Joanna Ruby L. Presente
Manticao	Merly B. Mabelin
Medina North	Joanna Ruby L. Presente
Medina South	Gines C. Cacayan
Naawan	Mary Grace Gallana
Opol East	Celieto B. Magsayo
Opol West	Celieto B. Magsayo
Salay	Lilian B. Salan
Sugbongcogon	Lilian B. Salan
Tagoloan East	Ma Asuncion G. Rafols
Tagoloan West	Ma Asuncion G. Rafols
Talisayan	Gines C. Cacayan
Villanueva North	Norberto E. Rosales
Villanueva South	Ma Asuncion G. Rafols
MOGCHS	Celieto B. Magsayo

- Public District Supervisors/ District In-Charge are requested to check the following documents as to the completeness, and correct spelling of names, and affix the customary signature on the left side below the name of the Superintendent.
- District Supervisors and District In-Charge are requested to submit the certificates and diploma on or before June 26, 2023, and to be checked on June 27-29, 2023.
- For your information and compliance.


EDILBERTO L. OPLENARIA, EdD, CESQ V
Schools Division Superintendent 

ELO/OIC-CID/cpv/gsb



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