



**MEMORANDUM**

**TO :** School Principals of Implementing Units

Medina NCHS	Alubijid NCHS
Sugbongcogon NHS	Libertad NCHS
Salay NHS	Initao NCHS
MOGCHS	Laguindingan NHS
Opol NSTS	

**FROM :** ~~\_\_\_\_\_~~  
RANDOLPH B. TORTOLA  
Schools Division Superintendent *[Signature]*

**SUBJECT :** SIGNATORY OF DAILY TIME RECORD (DTR)

**DATE :** January 15, 2018

1 Please be informed that the authorized signatory for Daily Time Record (DTR) of the Secondary School Principals of Implementing Units is **ERLINDA G. DAEL**, Chief of the Curriculum Implementation Division (CID). This advice is effective January 2018 onwards.

2 For information and compliance.

RBT/egd

