



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region X
DIVISION OF MISAMIS ORIENTAL
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DIVISION MEMORANDUM
NO. 12, SERIES 2016

TO : Public Schools District Supervisors/Districts in-Charge/Coordinating Principals
Public Elementary and Secondary School Heads
All Others Concerned

This Division

FROM : **CHERRY MAE L. LIMBACO, Ph.D., CESO V**
 Schools Division Superintendent

DATE : March 8, 2016

SUBJECT: SCHEDULE OF SIGNING OF DIPLOMA/CERTIFICATE OF COMPLETION FOR THE OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

This Office would like to inform the concerned public elementary and secondary school heads on the schedule of the signing of diploma/certificate of completion. Please see attached enclosure. Please be advised further that strict observance on the prescribed schedule of signing of this document should be followed.

Immediate dissemination of and strict compliance with this Division Memorandum is directed.

Enclosure No. 1 re: SCHEDULE OF SIGNING OF DIPLOMA/CERTIFICATE OF COMPLETION FOR THE OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

Dates of Signing Diploma and Certificate of Completion	Districts Concern	Overseer in the submission of Diploma/Certificate of Completion (consistent with the template prescribed in DepEd Order No. 7, series 2016)
March 14, 2016	Lugait Manticao Naawan	PSDS and Public Elementary and Secondary Schools Heads
March 15, 2106	Initao Libertad/Gitagum	PSDS and Public Elementary and Secondary Schools Heads
March 16, 2016	Laguindingan Alubijid	PSDS and Public Elementary and Secondary Schools Heads
March 17, 2016	Opol Tagoloan Misamis Oriental General Comprehensive High School (MOGCHS)	PSDS and Elementary and Secondary Schools Heads
March 18, 2016	Villanueva Jasaan Claveria I and II	PSDS and Public Elementary and Secondary Schools Heads
March 21, 2016	Balingasag North and South Lagonglong Salay	PSDS and Public Elementary and Secondary Schools Heads
March 22, 2016	Sugbongcogon/Binuangan Kinoguitan/Balingoan Talisayan Medina Magsaysay I and II	PSDS and Public Elementary and Secondary Schools Heads

Note: Concerned PSDS/Districts in-Charge/Coordinating Principals and Public Elementary and Secondary Schools Heads are directed to oversee on the promptness and correctness of the document and in the submission of the diploma and certificates of completion.