



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
Division of City Schools – Tagbilaran

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Office of the Schools Division Superintendent

**MEMORANDUM**

To : **Dr. Filomena C. Tanggaan**  
**Mrs. Esther L. Cagas**  
**Ms. Angeli Faith V. Pascual**

From : *For the SDR:*  
**JOSEPH IRWIN A. LAGURA, PhD**  
Schools Division Superintendent  
Office of the Schools Division Superintendent

*[Signature]*  
MARCELO W. PALISPIS, EdD  
CIC - ASSISTANT SCHOOLS DIVISION SUPERINTENDENT

Subject : **ASSESSMENT AND EVALUATION OF PERTINENT  
PAPERS OF TEACHER TRANSFEREE APPLICANTS**

Date : January 30, 2020

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1. Designated as the Division Personnel Selection Board Secretariat, you are hereby directed to facilitate the preliminaries and assist the board in the assessment and evaluation of the pertinent papers of the Teacher Transferee applicants on February 4, 2020 at the Division Conference Room.
  2. You are expected to perform your duties and responsibilities with utmost sincerity and dedication.
  3. For information, guidance, and strict compliance.



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