



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS – TAGBILARAN CITY

**Office of the Schools Division  
Superintendent**

May 2, 2022

DIVISION MEMORANDUM

No. 130, s. 2022

**ADDENDUM TO DIVISION MEMORANDUM NO. 135, S. 2022**

(Orientation on the Roles, Duties and Functions of Newly-Hired Non-Teaching Personnel of the Division and Schools)

To: Division Chiefs and Unit/Section Heads  
Heads, Public Elementary and Secondary Schools  
All Others Concerned

1. This Office announces that the venue of the **Orientation on the Roles, Duties and Functions of Newly-Hired Non-Teaching Personnel of the Division and Schools** on **May 4-6, 2022** will be at **Bohol Beach Club, Bolod, Panglao, Bohol**.
2. Immediate dissemination of this Memorandum is desired.

**JOSEPH IRWIN A. LAGURA PhD**  
Schools Division Superintendent

JIAL/CPC/ADMIN/atm



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