



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

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM
MLA-2022-SGOD- 204

TO : **Maurine C. Castaño**
School Principal III, DCPNHS

FROM : **JOSEPH IRWIN A. LAGURA PhD**
Schools Division Superintendent
Office of the Schools Division Superintendent

For the SDS:
[Signature]
BEATRIZ E. INCOG EdD
Education Program Supervisor

SUBJECT : **Request to Conduct Philippine Merchant Marine Academy
Examination**

DATE : September 26, 2022

1. You are hereby notified that Dr. Cecilio Putong National High School will be used as testing center during the Conduct of Philippine Merchant Marine Academy (PMMA) Entrance Examination on November 26, 2022.
2. PMMA will give honoraria to all personnel involved in the conduct of the entrance examination: Details are as follows:
 - a. Proctors- Php 600.00 each
 - b. School Principal/Head- Php 600.00 each
 - c. Guidance Coordinator-Php 600.00 each
 - d. Janitor-Php 300.00 each
 - e. Security Guard-Php 300.00 each
3. Furthermore, the examination will last for four (4) hours and the number of classrooms to be used will depend on the actual number of examinees at thirty (30) per classroom capacity.
4. Please read attached communication for more details for your information.
5. For your guidance and compliance.

JIAL/CPC/SGOD/BCL/rdo



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