



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

MEMORANDUM TO:

To: **Assistant Schools Division Superintendent
Concerned PSDSs & OIC PSDSs
Concerned School Heads
All Others Concerned**

From: **WILLIAM E. GANDO, CESO VI
Schools Division Superintendent**

Date: **August 24, 2023**

Re: **Installation Ceremony of Secondary School Heads to their
New School Assignments**

This is to inform all concerned Public District Schools Supervisors (PSDSs), OIC-PSDSs and Secondary School Heads that the second batch of the conduct of a simple ceremony to formally install the School Head in his/her new school assignment is specified below:

DATE	TIME	SCHOOL	NEWLY ASSIGNED SCHOOL HEAD
August 29, 2023 (Tuesday)	8:00 AM	Pandan NHS	Arnel T. Llandelar
	9:00 AM	San Rafael NHS	Wenifredo E. Villa
	10:00 AM	Castilla NHS	Jocelyn Grace H. Dob
	11:00 AM	Milagrosa NHS	Jonel M. Maquiña
	1:00 PM	Casiguran TVS	Ramon P. Estur
	2:00 PM	Jaime G. Espeña NHS	Cynthia S. Ramirez

Key personnel in the abovementioned schools are advised to provide an appropriate area where the simple ceremony will be conducted. Teachers, non-teaching personnel, PTA Officers and Barangay Officials are enjoined to attend the said event.

For information and guidance of all concerned.

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