



Republic of the Philippines
Department of Education

Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

Office of the Schools Division Superintendent

06 January 2022

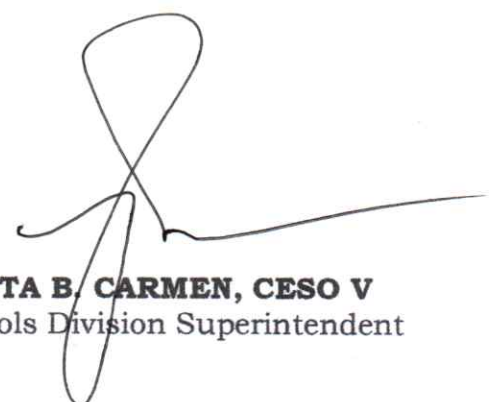
Division MEMORANDUM

No. *017*, s. 2021

**COMPLETION OF ASSUMPTION OF DUTY AND OATH OF OFFICE IN
THE SUBMISSION OF DOCUMENTS FOR APPOINTMENT**

To: **District Supervisors
District Administrative Officers
District Administrative Assistants
All Employees**

1. Effective January 7, 2022, OATH OF OFFICE and ASSUMPTION OF DUTY forms attached in the folders for Appointment must be completely signed by Head of Office and HRMO for Assumption of Duty, Schools Division Superintendent (SDS) and Appointee for Oath of Office before submitting to the Recruitment, Selection and Placement (RSP) Office of this Division.
2. For the information of all concerned.


JOSITA B. CARMEN, CESO V
Schools Division Superintendent



 Balilahan, Mabua, Tandag City, Surigao del Sur, 8300
 (086) 211-3225
 surigaodelsur.division@deped.gov.ph

Date: 4/22/2021

Version: V5



ISO Cert. No. AW/PH909100102

DC No: I-OSDS--002