

Republic of the Philippines
Department of Education
Region V (Bicol)
DIVISION OF CATANDUANES
Virac, Catanduanes



October 6, 2015

RELEASED
DepEd Division Office of Catanduanes
RECORDS SECTION
OCT 07 2015
9:20 AM
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TO : SECONDARY SCHOOL HEADS OF AUTONOMOUS SCHOOLS


To facilitate the processing of salary of secondary schools with fiscal autonomy, the undersigned hereby authorized the school principal to approve the applications for vacation and sick leave.

For this purpose, school head will sign, thus:

By Authority of the Schools Division Superintendent:

School Head

For information and guidance.


NYMPHA D. GUEMO
Asst. Schools Division Superintendent
Officer-In-Charge