



DepEd - Division of Catanduanes
RECORDS SECTION

RELEASED

BY: *[Signature]* No: 039

DATE: 21 JAN 2025 TIME: 5:11

Republika ng Pilipinas
Kagawaran ng Edukasyon

REHIYON V - BICOL

TANGGAPANG PANSANGAY NG CATANDUANES

January 21, 2025

DIVISION MEMORANDUM

No. 039 s. 2025

**CORRIGENDUM TO DIVISION MEMORANDUM NO. 32, S. 2015 TITLED
SUBMISSION OF THE SCHEDULE OF AVAILMENT OF
MANDATORY FORCED LEAVE (MFL)**

TO : Assistant Schools Division Superintendent,
SGOD & CID Chiefs and Personnel
OSDS Heads and Personnel
Elementary & Secondary School Heads/OICs
School-based Teaching & Non-Teaching Personnel

1. In reference to Division Memorandum No. 32 s. 2025 titled Submission of the Schedule of Availment of Mandatory Forced Leave (MFL), please be advised that the correct email address is **personnelsection.ctd@deped.gov.ph**.
2. For information and guidance.

By Authority of the OIC, Office of the Schools Division Superintendent:

[Signature]
ATTY. NORLITO JR. P. AGUNDAY
Division Legal Officer
Officer-In-Charge



San Roque, Virac, Catanduanes

052-8114063

catanduanes@deped.gov.ph

www.depedrovcatanduanes.com / www.catanduanes.deped.gov.ph