DepEd-Division of Catanduanes
RECORDS SECTION
RELEASED
BY: C No. 137
DATE: JAN 29 2026 TIME: 10:25

Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V (BIKOL)
TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

January 29, 2026

DIVISION MEMORANDUM
No. 137, s. 2026

INSTALLATION TO OFFICE OF NEWLY PROMOTED/DESIGNATED SCHOOL HEADS

To: Assistant Schools Division Superintendent
Chief Education Supervisors & Personnel, CID & SGOD
Elementary and Secondary School Heads
Teaching and Non-Teaching Personnel
Other Concerned

1. This Office will continue to conduct installation into the office of the newly promoted/designated school heads both in elementary and secondary levels on the following schedule:

Date	Time	School	Name of School Head	Position Title
February 3, 2026	8:30- 10:00	Supang-Datag NHS, Caramoran South	Conche, Maria Soledad A.	SP1
	10:30-12:00	Datag Central ES, Caramoran South	Aguilar, Irene T.	SP1
	1:00-2:30	Supang ES, Caramoran South	Solsona, Daniel S.	MT/TIC
February 6, 2026	9:00- 10:30	San Miguel ES, Panganiban	Turado, Walter R.	HT3
	1:00- 2:30	Cagdarao ES, Panganiban	Rene G. Tuldac	MT1/TIC
	3:00- 4:30	Maculiw ES, Panganiban	Robles, Liza M.	T3/TIC
February 9, 2026	1:00- 2:30	Dugui Too ES, Virac North	Buendia, Carmen P.	HT3
	3:00- 4:30	Dugui San Isidro IS, Virac North	Masagca, Emil P.	HT2
February 10, 2026	8:00- 9:30	Magsaysay ES, Viga West	Lita, Sheryl U.	HT1
	10:00- 11:30	Almojuela ES, Viga West	Papango, Ma. Karen V.	HT1
	1:00- 2:30	Burgos ES, Viga West	Tumaque, Rene O.	HT1
	3:00- 4:30	Osmena ES, Viga West	Tuno, Mary Jane F.	HT1
February 11, 2026	8:00- 9:30	Catagbacan ES, San Andres West	Samudio, Job Jr. A.	SP1
	10:00- 11:30	San Vicente ES, San Andres West	Abejo, Alfredo Jr. I	HT1
	2:30- 4:00	Igang ES, Virac South	Ibayan, Ma. Liza T.	HT3
February 17, 2026	8:00- 9:30	Balatohan ES, San Miguel North	Ramos, Ma. Krishna T.	HT1
	10:30-12:00	Agban NHS	Tejada, Jorge E.	HT3

2. Others not yet mentioned shall have their installation once their Assignment Order has been issued.

3. This activity shall follow a simple installation program to wit:

Pambansang Awit/Nationalistic Song		
Prayer		
Welcome Remarks	-	Public Schools District Supervisor
Installation Ceremony &	-	OIC-Schools Division Superintendent
Message	-	
Response	-	School Head
Message of Support		
Barangay	-	Punong Barangay/Representative
PTA	-	PTA President/Representative
School	-	Faculty President
Closing Remarks	-	ASDS/Non-Teaching Personnel

4. Travel and other expenses relative to conduct of this activity shall be charged against school/local MOOE funds subject to the usual accounting and auditing rules and regulations.

5. For information and guidance.

By Authority of the OIC-Schools Division Superintendent:

DELFIN A. BONDAD
Assistant Schools Division Superintendent
Officer-In-Charge