



Republic of the Philippines  
**Department of Education**  
Region V - Bicol  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**

**OFFICE MEMORANDUM**  
UM-10-29-2024

**TO :** SGOD and CID Chiefs and Personnel  
OSDS Unit Heads and Personnel  
Contract of Service and Job Order Employees

**FROM :** CECILE C. FERRO CESO VI  
Asst. Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

**DATE :** October 29, 2024

**SUBJECT:** IN-CHARGE OF FLAG RAISING AND LOWERING  
CEREMONIES FOR THE MONTH OF NOVEMBER 2024

1. Please be guided by the following assignment for the Flag Raising and Lowering Ceremonies for the month of **November, 2024** as part of Office Rules and Regulations pursuant to **R.A. No. 8491, s. 1998 known as "The Code of the National Flag, Anthem, Motto, Code-of-Arms and other Heraldic Items and Devices of the Philippines"**.

DATE	SECTION-IN-CHARGE	POINT PERSON/S
<b>NOVEMBER 2024</b>		
<b>4-Monday 8-Friday</b>	<b>Curriculum Implementation Division (CID)</b>	Romel G. Petajen
<b>11-Monday 15-Friday</b>	<b>School Governance and Operations Division (SGOD)</b>	Mary Jean S. Romero
<b>18-Monday 22-Friday</b>	<b>(SDS, ASDS, Legal, ICT, AO V- Admin Cashier, Records, Supply)</b>	Cecile C. Ferro, Atty. Norlito Jr. Agunday, Jennifer B. Metica, Eva S. Tolentino, Cherie V. Perez, Cristina Barrameda
<b>25-Monday 29-Friday</b>	<b>Personnel Section</b>	Marichelle B. Llave

2. For information, guidance and strict compliance.



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