



Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
#82 Military Cut-off Road, Baguio City



DEPED DIVISION OF
BAGUIO CITY

NOV 22 2016

RELEASED

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DIVISION MEMORANDUM

NO. 396, s. 2016

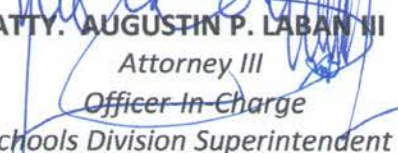
MEMO TO : **JAYRE ROSE S. GUEVARA**
Principal I
Roxas National High School

LILY B. MABALOT
School Librarian I - RNHS

FROM : **AUGUSTIN P. LABAN III**
Attorney III
Officer-In-Charge
Schools Division Superintendent

SUBJECT : **REASSIGNMENT OF LILY B. MABALOT TO THE LEARNING REASOURCES
MANAGEMENT AND DEVELOPMENT SYSTEM (LRMDS) SECTION OF THE
SCHOOLS DIVISION OFFICE, BAGUIO CITY**

1. In view of the in-house reproduction of all learning materials for all learners in the Schools Division of Baguio City and to augment the personnel in the said section for the full operation of the LRMDS reproduction unit, MS. LILY B. MABALOT is hereby reassigned from Roxas National High School to the Schools Division Office as a librarian in the division and performs other functions related in the LRMDS Section without additional compensation and or remuneration.
2. As such, Ms. Mabalot shall be oriented with regard to her duties and responsibilities by Mr. Jerry C. Ymson, Education Program Supervisor for the Learning Resources Management and Development System (LRMDS).
3. This memo shall take effect on November 28, 2016 until sooner revoked or rescinded.
4. Please be guided accordingly.


ATTY. AUGUSTIN P. LABAN III
Attorney III
Officer-In-Charge
Schools Division Superintendent