



Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

Office of the Schools Division Superintendent

November 6, 2025

DIVISION MEMORANDUM
OSDS-2025- 738

RE-ASSIGNMENT ORDER

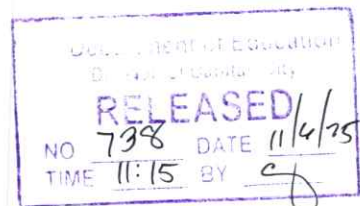
TO: **JOSEPH JAKE F. SANTOS**
Administrative Assistant III
Accounting Section

In the exigency of the service, you are hereby reassigned/transferred to the Cash Section of this division, effective immediately.

It is understood that you shall secure clearance on property and monetary accountabilities and properly turn-over all documents, records and responsibilities from your office.

For guidance and compliance.


JAY S. MONTEALTO, CESO VI
Schools Division Superintendent



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