



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

Office of the Schools Division  
Superintendent

April 16, 2026

**DIVISION MEMORANDUM**

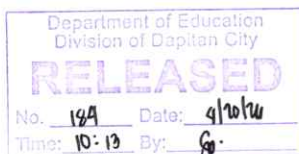
**OSDS-2026- 184**

**DESIGNATION ORDER AS FOCAL PERSON/PROGRAM COORDINATOR**

TO: **VICENTE RAMON V. SUAREZ**  
*Education Program Specialist II*  
*School Governance and Operations Division*

1. In the exigency of the service, you are hereby designated as **Focal Person/Program Coordinator of the PRIME-HRM and Research Coordinator (SGOD)**, effective immediately.
2. This designation bears the authority to assume the powers, duties and responsibilities of a Focal Person/Program Coordinator and shall remain effective therein unless revoked at will for cause.
3. This memorandum does not carry with it any additional remuneration and compensation.
4. For your guidance and compliance.

  
**JAY S. MONTEBALTO, CESO VI**  
Schools Division Superintendent



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