



Republic of the Philippines  
Department of Education  
Region VII - CENTRAL VISAYAS  
SCHOOLS DIVISION OF BOHOL

Office of the Schools Division  
Superintendent

February 28, 2022

Office Memorandum  
No. 018 series of 2022

For: Medical Officer III  
Division Nurse-in-Charge  
Lead Nursing Program Coordinators  
Division Nurses  
All others concerned

Subject: **ACTIONS REQUIRED FOR THE MODIFICATION OF NURSE POSITIONS**

- I. Office Memorandum No. 039, s. 2021 entitled "Urgent Submission of Pertinent Documents on the Modification of Nurse Position" was issued last October 20, 2021 in compliance to **Department of Budget and Management (DBM) Budget Circular No. 2021-2** which prescribed the guidelines on the Modification of Nurse Positions.
- II. In view thereof, the documents initially accomplished last 2021 have already undergone the preliminary processing phases and now require further action. Hence, all Division Nurses are urgently enjoined to accomplish the needed actions in relation to the completion of the modification of their positions.
- III. All concerned are instructed to come to the Schools Division Office on **Friday, March 4, 2022** to administer the actions required of them pertinent to the aforementioned matter.
- IV. This memorandum serves as a travel order and travel expenses incurred will be chargeable to the travel claims.
- V. For information, dissemination, and strict compliance.

  
**BIANITO A. DAGATAN EdD, CESO V**  
Schools Division Superintendent

