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

Office of the Schools Division Superintendent

April 13, 2022

DIVISION MEMORANDUM
No. 0233, s. 2022

Comprehensive Citizen's Charter

TO: Assistant Schools Division Superintendents
CID and SGOD Chiefs
Public Schools District Supervisors
Public Secondary School Principals
SDO Bohol Section Heads
Teaching and Non-Teaching Personnel
All Others Concerned

1. This office announces the conduct of interview by the members of ICT4Bohol to the selected SDO Unit Personnel for the Comprehensive Citizen's Charter.

2. This aims to achieve Continuous Improvement on all the sections under this office and review the existing flow of the documentary transactions issued inbound and outbound for possible ICT-related intervention. The following section heads with their selected section personnel are enjoined to participate on the first phase of the conduct to this activity:

Date	SDO Section Office	Section Head
April 18, 2022	Personnel	Judith S. Apale, AO IV
April 19, 2022	Personnel	Judith S. Apale, AO IV
April 25, 2022	Records Section	Nicanora Gretli S. Fostanes, AO IV
April 26, 2022	Records Section	Nicanora Gretli S. Fostanes, AO IV
May 3, 2022	ICT4Bohol-SysDev Unit	Niel John S. Bulacan

3. The following ICT4Bohol members are requested to facilitate the conduct of the interview. Further, the same members are requested to participate the SysDev meeting on May 3, 2022, Tuesday, 1:00PM at the ASDS Office:

4.

Name	ICT4Bohol Member	School/District
Niel John S. Bulacan	SysDev Unit Head	SDO Bohol
Ma. Vibeth L. Bulacan	Secretariat	Lourdes NHS, Panglao
Jemboy A. Valloso	SysDev IT	Panglao East CES, Panglao
Alberto Arbasto	SysDev IT	Katipunan HS, Carmen
Maria Wina Estoquia	SysDev Researcher	Lourdes NHS, Panglao
Ma. Ligaya T. Rapatalo	SysDev Researcher	Corella NHS, Corella

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Rejohn Milque R. Empleo	SysDev IT	Candungao HS, San Isidro
Angie Garde	SysDev IT	Calape NHS, Calape
Dorothy Joy Tambis	SysDev IT	SDO Bohol
Brecegel M. Cubelo	SysDev IT	Loon NHS, Loon

5. This memorandum serves as a **TRAVEL ORDER** for the facilitating members.

6. Immediate dissemination of this memorandum is desired.

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

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