



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
Schools Division of Bohol

**Office of the Schools Division
Superintendent**

OFFICE MEMORANDUM
OM-2025 06

TO : MR. WEE S. VILLAVER
Administrative Officer II
Magsija-Maslog ES, Balilihan

MISS VILMA DIEZ
Administrative Assistant II
Hanopol HS, Balilihan

SUBJECT : ASSIGNMENT ORDER

DATE : January 2, 2025

1. In the exigency of the service and in view of your participation to Division BAC Activities as BAC Secretariat, you are hereby authorized to report to Division Office every Monday and Thursday to assist the BAC Committee in the procurement and other related activities effective immediately.
2. You are advised to report to the Division BAC Secretariat Chairman for the specific duties, responsibilities and other related functions.
3. For your information, guidance and compliance.


FAY C. LUAREZ EdD, PhD.TM, CESO VI

Assistant Schools Division Superintendent 
OIC of the Office of the Schools Division Superintendent

Copy furnished:

The Principal, Hanopol HS
The PSDS Balilihan District
The Administrative Officer V



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