



Republic of the Philippines
Department of Education

REGION 1

SCHOOLS DIVISION OF CITY OF SAN FERNANDO (LA UNION)

DIVISION MEMORANDUM

DM No. 023, s. 2025

JAN 09 2025

TO: Assistant Schools Division Superintendent
 Section/Unit Heads
 Public Elementary and Secondary School Heads
 Concerned Non-Teaching Personnel
 All Others Concerned

FROM: **OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT**

SUBJECT: **SUBMISSION OF CY 2024 FINANCIAL REPORTS**

Date: **January 7, 2025**

PARTICULARS

1. In connection with the closing of books of the City Schools Division of San Fernando (La Union), the following school-based non-teaching personnel are required to report on January 9-10, 2025, at 8:00 a.m. at the Division Library.
2. For your information, guidance and compliance.

SAP Primicias
SHEILA MARIE A. PRIMICIAS, EdD, CESO VI
 Officer-in-Charge
 Schools Division Superintendent



Address : Tanqui, City of San Fernando
 2500 La Union
 Tel. No. : (072) 607-4715
 Email : sanfernando.city1@deped.gov.ph

"Sa Matatag na Panuntunan, Serbisyong Tapat Maasahan"

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LIST OF PARTICIPANTS

- | | | |
|----|-------------------------------|-----------------------------|
| 1. | Crisson A. Mananghaya | Administrative Assistant II |
| 2. | Maria Alpha Victoria C. Mazon | Administrative Assistant II |
| 3. | Kristian Ray A. Lazo | Administrative Assistant II |
| 4. | Benjie L. Pajimola | Administrative Assistant II |
| 5. | Maica N. Olayres | Administrative Assistant II |
| 6. | Anabelle L. Mendoza | Administrative Assistant II |
| 7. | Leilani G. Dumaguin | Administrative Assistant II |
| 8. | Carl Jimwell R. Castillo | Administrative Assistant II |



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