



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF SARANGANI

05 Mar 2024

DIVISION MEMORANDUM
CID-2024-105

COMPLETION OF REQUIRED SUPPLY DOCUMENTS
FOR SCIENCE LEARNING MATERIALS

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors Concerned
Public Elementary and Secondary Schoolheads Concerned

1. This has reference to the science learning materials issued to recipient schools on December 15, 2022, with incomplete and unsigned supply documents.
2. For the completion of the required documents, the following personnel are advised to report to the Instructional Management Section and coordinate with the Division Science Supervisor as soon as possible:

No.	Name of Receiver	School
1.	Vanessa D. Paramel	EDSA Integrated School
2.	Melito T. Recto	Tanao Bantilan Integrated School
3.	Juliet B. De Vera	Glan Padidu National High School
4.	Chazel Joy D. Banzon	Lun Padidu National High School
5.	Janice F. Miano	Tuyan Integrated School
6.	Andres D. Mataganas	Datal Anggas Integrated School
7.	Marlon T. Recto	Tonga Lim Siao Sr. Integrated School
8.	Junrey A. Cabillan	Banate National High School
9.	Aurora B. Ladaran	P.H. Millona Central Integrated School

3. In case the receiver has already retired from the service, the schoolhead is requested to inform the concerned individual to find time to visit the said office for this purpose. Proxies are not allowed.
4. Expenses incurred relative to this matter shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
5. For inquiries, contact Ms. Marlou M. De Arce at 09186185458.
6. For the information, guidance, and appropriate action of all concerned.


RUTH L. ESTACIO PhD, CESO V
Schools Division Superintendent



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Encl.: N o n e

Reference: N o n e

To be indicated in the Perpetual Index
under the following subjects:

FORMS
INSTRUCTIONAL MATERIALS
LEARNING AREA, SCIENCE
LEARNING RESOURCES
REPORTS

MMD/CID-IMS/MLA – completion of required supply documents for science learning materials
0296/March 4, 2024