



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

01 Jul 2024

DIVISION MEMORANDUM

OSDS-2024-084

USE OF BIOMETRICS MACHINE FOR SCHOOL PERSONNEL
REPORTING AT THE SCHOOLS DIVISION OFFICE

To: Assistant Schools Division Superintendent
Public Schools District Supervisors
School Heads of the Identified Non-Teaching Personnel

1. Please be informed that all non-teaching school personnel reporting at the Schools Division Office (SDO) as augmentation staff are required to use the biometrics for the actual days of their scheduled reporting at the SDO. This is in addition to their preparation of authority to travel.
2. For inquiries, contact Ms. Irma May G. Dinasas at 09122029138.
3. Immediate dissemination of this Memorandum is desired.


RUTH L. ESTACIO PhD, CESO V
Schools Division Superintendent

Encl.: N o n e

Reference: N o n e

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

BUREAUS AND OFFICES

IMGD/OSDS-ADSS/MLA – use of biometrics machine for school personnel reporting at the schools division office
0700/01 July 2024