



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

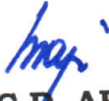
August 24, 2022

DIVISION MEMORANDUM
NO. 289 S. 2022

SUBMISSION OF REQUESTS FOR RECLASSIFICATION OF POSITIONS

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors
Curriculum Implementation Division
School Governance and Operations Division
Public Schools District Supervisors
Heads of Public Elementary, Secondary and
Integrated Schools
All Others Concerned

1. Attached is RM No. 641, s. 2022 titled "Submission of Requests for Reclassification of Positions".
2. Relative to this, Administrative Officers II of schools and districts are advised to submit requests for reclassification of positions not later than **August 27, 2022, 4:00 pm** to the office of Mrs. Ma. Sharon S. Barrientos, Administrative Officer IV/HRMO II.
3. Immediate dissemination and compliance with this memorandum are desired.


MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent



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Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS

AUG 24 2022

(Date)

REGIONAL MEMORANDUM

No. 641 s. 2022

SUBMISSION OF REQUESTS FOR RECLASSIFICATION OF POSITIONS

TO: Schools Division Superintendents
All Others Concerned

1. To respond to the deadline set by the Department of Budget and Management (DBM), Regional Office VI, this Office accepts requests for reclassification from Schools Divisions Offices not later than August 31, 2022.
2. Requests submitted beyond the deadline shall be processed and be transmitted to the Department of Budget and Management (DBM), Regional Office VI, in Fiscal Year 2023.
3. Immediate dissemination of and compliance with this Memorandum are desired.


RAMIR B. UYTICO EdD, CESO III
Regional Director

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

PROMOTION

RECLASSIFICATION



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