



Republic of the Philippines
Department of Education
Region XII
CITY SCHOOLS DIVISION OF TACURONG
City of Tacurong



DIVISION MEMORANDUM

No. 87, s. 2018

**TO: OIC – Asst. Schools Division Superintendent
Chiefs, Curriculum Implementation and
School Governance and Operations Divisions
Education Program Supervisors
Division Section Heads
Cluster Heads
Elementary and Secondary School Heads
This Division**

**FROM: LEONARDO M. BALALA, CESE
Schools Division Superintendent**

**SUBJECT: SCHEDULE OF CHARGING AND INSTALLATION CEREMONIES FOR THE
NEWLY ASSIGNED/RE – ASSIGNED SCHOOL HEADS FOR SY 2018 - 2019**

DATE: August 9, 2018

1. In view of the assignment/re – assignment of School Heads for School Year 2018 – 2019, please be informed that the schedule of Charging and Installation Ceremonies shall be as follows:

Cluster	Date	Time
Secondary	August 17, 2018	9:00 AM to 10:00 AM
Central and West Clusters	August 17, 2018	10:01 Am to 11:00 AM
East Cluster	August 17, 2018	11:00 – 12:00 nn
North Cluster	August 17, 2018	1:00 PM – 2:00 PM
South Cluster	August 17, 2018	2:00 – 3:00 PM

2. The ceremonies shall be held at the Office of the Schools Division Superintendent on the said date.

3. All concerned are advised to bring their own Bible and candle.

4. For your information and guidance.