



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools Division
Superintendent**

7 SEP 2022

DIVISION MEMORANDUM
No. 697, s. 2022

**OFFICER-IN-CHARGE OF THE ASSET MANAGEMENT DIVISION
UNDER ADMINISTRATIVE SERVICE – CENTRAL OFFICE**


TO: Chief Education Supervisors
Education Program Supervisors/Coordinators
Public Schools District Supervisors/District-In-Charge
Public Elem./Secondary Schools Administrators
Teaching/Non-Teaching Personnel
All Others Concerned


1. Enclosed is Memorandum dated 18 August 2022 signed by Undersecretary for Administration, Atty. Kristian R. Ablan, Ceso I re: the newly designated Officer-in-Charge of the Asset Management Division **effective 17 August 2022**.

2. All concerns, requests, transactions related to AMD-Central Office shall be addressed to Mr. Alano. He shall sign official correspondence in the following manner:

ALBERT C. ALANO
Officer-in-Charge
Asset Management Division, Administrative Service

3. Immediate and widest dissemination of this Memorandum is enjoined.


SENEN PRISCILLO P. PAULIN, CESO V
Schools Division Superintendent

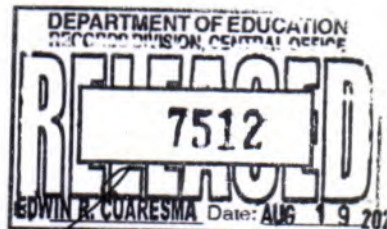

SPP/RJR-MKP-JMA/AdS/LBY/jcadiente
September 6, 2022



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Republika ng Pilipinas
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 Tanggapan ng Pangalawang Kalihim sa Pangangasiwa



OUA-OUT-081822-009

MEMORANDUM
 18 August 2022

TO : REGIONAL DIRECTORS AND BARMM EDUCATION MINISTER
 SCHOOLS DIVISION SUPERINTENDENTS CONCERNED
 SCHOOLS HEADS AND TEACHERS CONCERNED

FROM : *Kristian R. Ablan*
ATTY. KRISTIAN R. ABLAN, CESO I
 Undersecretary for Administration

SUBJECT : OFFICER-IN-CHARGE OF THE ASSET MANAGEMENT DIVISION UNDER ADMINISTRATIVE SERVICE-CENTRAL OFFICE

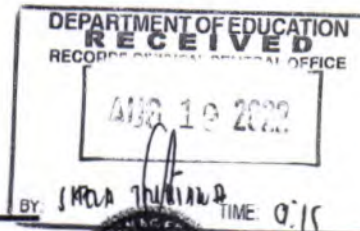
Pursuant to the Office of the Undersecretary for Administration Office Order No. 01, s. 2022, please be informed that **Mr. Albert C. Alano**, Supervising Administrative Officer of the Asset Management Division (AMD) under the Administrative Service - Central Office, is the newly designated **Officer-in-Charge** of the **AMD** effective **17 August 2022**.

All concerns, requests, transactions related to AMD Central Office shall be addressed to Mr. Alano. He shall sign official correspondence in the following manner:

ALBERT C. ALANO
 Officer-in-Charge
 Asset Management Division, Administrative Service

This Order takes effect immediately and shall remain in force unless otherwise revoked. All previous issuances inconsistent with this Order or parts thereof are hereby deemed repealed, revoked, or superseded accordingly.

For guidance and compliance.



Office of the Undersecretary for Administration
 Department of Education - Central Office, Room 508, 5th Floor Mabini Building,

