

Republic of the Philippines
Department of Education
CARAGA REGION
SCHOOLS DIVISION OF SIARGAO





DIVISION MEMORANDUM

No. 05-152 s. 2026

To: Assistant Schools Division Superintendent
Division Chiefs and Personnel
Office of the Schools Division Superintendent (OSDS) Personnel
Elementary and Secondary School Heads
Teaching and Non-Teaching Personnel
Division/School Records Custodian
All Concerned
This Division

ADDENDUM AND CORRIGENDUM TO DIVISION MEMORANDUM NO. 04-115 S. 2026
(CONDUCT OF DISPOSAL OF VALUELESS RECORDS APPROVED BY THE NAP)

1. Please be informed that the schedule for the Records Disposal has been moved from June 3, 2026 to June 1, 2026. All other details and instructions previously communicated remain the same.
2. Immediate dissemination of this memorandum is directed.


MANUEL O. CABERTE
Schools Division Superintendent 

Encl/s: None

Reference/s: None

To be indicated in Perpetual Index under the following subjects

RECORDS

DISPOSAL

NAP


OSDS/REAgatep
05/25/2026



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