



Republic of the Philippines
Department of Education
REGION III
Schools Division Office of Bulacan

OFFICE MEMORANDUM

Office Memorandum No. 004, s. 2023

To: Division Chiefs
Unit Heads
SDO Personnel
All Others Concerned

From: The Office of the Schools Division Superintendent

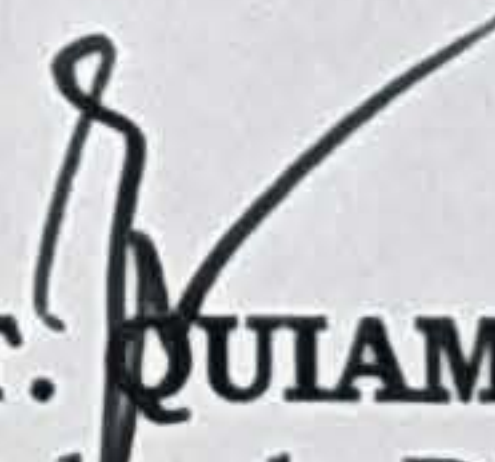
Date: January 6, 2023

Subject: **Assignment of Functional Divisions on Physical and Virtual Flag Ceremonies for CY 2023**

You are hereby required to attend the Physical and Virtual Flag Raising Ceremony every Monday at 7:45AM and Flag Lowering Ceremony every Friday at 4:45PM. To ensure the successful flow of the said ceremonies, all units are assigned to lead the task by schedule reflected in the table below. Link will be provided and posted before the ceremony.

Month	Unit/Section
January	SGOD (SEPSes, EPSes, YFCs, PO, PDO)
February	CID (EPSes group)
March	OSDS (Personnel, Cashier, Records, Supply, OSDS)
April	SGOD (School Health Unit)
May	CID (PSDSes group)
June	OSDS (Accounting, Budget, Legal, ICT, OASDS,)
July	SGOD (SEPSes, EPSes, YFCs, PO, PDO)
August	CID (EPSes group)
September	OSDS (Personnel, Cashier, Records, Supply, OSDS)
October	SGOD (School Health Unit)
November	CID (PSDSes group)
December	OSDS (Accounting, Budget, Legal, ICT, OASDSs)

For information and compliance.


ROWENA T. QUIAMBAO, CESE
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

