



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

01 Jul 2026

DIVISION MEMORANDUM

No. 317, s. 2026

CORRIGENDUM TO DIVISION MEMORANDUM NO. 300, S. 2026
RE: RE-ORIENTATION OF ADMINISTRATIVE ASSISTANTS II OF AUTONOMOUS AND IMPLEMENTING UNITS ON FINANCIAL POLICIES, GUIDELINES AND PROCEDURES

TO: Assistant Schools Division Superintendent
Public Secondary School Heads of Implementing Unit Schools
All Others Concerned

1. Relative to Division Memorandum No. 300, s. 2026, entitled "Re-Orientation of Administrative Assistants II of Autonomous and Implementing Units on Financial Policies, Guidelines, and Procedures," this Office hereby issues this Corrigendum to reflect the change of participant from the school indicated below.
2. The participant originally listed in the Memorandum is hereby replaced, as follows:

No.	ORIGINAL PARTICIPANT	REPLACEMENT PARTICIPANT	SCHOOL/OFFICE
1	LOMITA O. CUEVAS	MA. KRISTELA O. ESCALA	Buhaynasapa Integrated National High School

3. All other provisions of the said Memorandum which are not affected by this Corrigendum shall remain in full force and effect.
4. Immediate dissemination of and strict compliance with this Corrigendum is desired.

MARITES A. IBANEZ, CESO V
Schools Division Superintendent

Encl. None

Reference: None

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

Issuances-Division Memorandum

RNM / ADDENDUM TO DIVISION MEMORANDUM NO. 300, S. 2026 / R2- 153435 / 07-02-2026



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