



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF OZAMIZ CITY

June 30, 2025

DIVISIONAL MEMORANDUM

No. 216, s. 2025

**ASSIGNMENT OF OFFICER OF THE DAY IN THE DIVISION OFFICE
FROM JULY 1 TO AUGUST 31, 2025**

TO : Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Public Elementary and Secondary School Heads
Division Personnel
This Division

1. This is to announce the schedule of the Officer of the Day assigned in the Public Assistance and Complaints Desk in the Division Office from July 1 to August 31, 2025.
2. The Officer of the Day shall assist the transacting public on their complaints regarding service/s availed.
3. Immediate dissemination of this Memorandum is desired.


NIMFA R. LAGO, PHD., CESO VI
Assistant Schools Division Superintendent
OIC – Office of the Schools Division Superintendent



Address: IBJT Compound, Carangan, Ozamiz City
Telephone No: (088) 545-09-88
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Department of Education
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SCHOOLS DIVISION OF OZAMIZ CITY

SCHEDULE OF OFFICER OF THE DAY FROM JULY 1 TO AUGUST 31, 2025

			Morning	Afternoon			Morning
01-Jul-25	Tuesday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	DAISY S. MAMAW		11:00-12:00
02-Jul-25	Wednesday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	JOHN REY B. SISO		11:00-12:00
03-Jul-25	Thursday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	JULIE G. PRACILISO		11:00-12:00
04-Jul-25	Friday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	MAITA SHANE P. DECIPULO		11:00-12:00
07-Jul-25	Monday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	ANNA PEARL B. BARBADILLO		11:00-12:00
08-Jul-25	Tuesday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	LOUIE J. MORENO		11:00-12:00
09-Jul-25	Wednesday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	KRISTINE P. PELAEZ		11:00-12:00
10-Jul-25	Thursday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	GEE B. SONOGAN		11:00-12:00
11-Jul-25	Friday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	JANE HEART ABA		11:00-12:00
14-Jul-25	Monday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	RALPH BERNARD S. BALANDRA		11:00-12:00
15-Jul-25	Tuesday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	DAISY S. MAMAW		11:00-12:00
16-Jul-25	Wednesday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	JOHN REY B. SISO		11:00-12:00
17-Jul-25	Thursday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	JULIE G. PRACILISO		11:00-12:00
18-Jul-25	Friday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	MAITA SHANE P. DECIPULO		11:00-12:00
21-Jul-25	Monday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	ANNA PEARL B. BARBADILLO		11:00-12:00
22-Jul-25	Tuesday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	LOUIE J. MORENO		11:00-12:00
23-Jul-25	Wednesday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	KRISTINE P. PELAEZ		11:00-12:00
24-Jul-25	Thursday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	GEE B. SONOGAN		11:00-12:00
25-Jul-25	Friday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	JANE HEART ABA		11:00-12:00
28-Jul-25	Monday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	RALPH BERNARD S. BALANDRA		11:00-12:00
29-Jul-25	Tuesday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	DAISY S. MAMAW		11:00-12:00
30-Jul-25	Wednesday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	JOHN REY B. SISO		11:00-12:00
31-Jul-25	Thursday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	JULIE G. PRACILISO		11:00-12:00
01-Aug-25	Friday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	MAITA SHANE P. DECIPULO		11:00-12:00



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04-Aug-25	Monday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	ANNA PEARL B. BARBADILLO	11:00-12:00
05-Aug-25	Tuesday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	LOUIE J. MORENO	11:00-12:00
06-Aug-25	Wednesday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	KRISTINE P. PELAEZ	11:00-12:00
07-Aug-25	Thursday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	GEE B. SONOGAN	11:00-12:00
08-Aug-25	Friday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	JANE HEART ABA	11:00-12:00
11-Aug-25	Monday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	RALPH BERNARD S. BALANDRA	11:00-12:00
12-Aug-25	Tuesday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	DAISY S. MAMAWA	11:00-12:00
13-Aug-25	Wednesday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	JOHN REY B. SISO	11:00-12:00
14-Aug-25	Thursday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	JULIE G. PRACILISO	11:00-12:00
15-Aug-25	Friday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	MAITA SHANE P. DECIPULO	11:00-12:00
18-Aug-25	Monday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	ANNA PEARL B. BARBADILLO	11:00-12:00
19-Aug-25	Tuesday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	LOUIE J. MORENO	11:00-12:00
20-Aug-25	Wednesday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	KRISTINE P. PELAEZ	11:00-12:00
21-Aug-25	Thursday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	GEE B. SONOGAN	11:00-12:00
22-Aug-25	Friday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	JANE HEART ABA	11:00-12:00
25-Aug-25	Monday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	RALPH BERNARD S. BALANDRA	11:00-12:00
26-Aug-25	Tuesday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	DAISY S. MAMAWA	11:00-12:00
27-Aug-25	Wednesday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	JOHN REY B. SISO	11:00-12:00
28-Aug-25	Thursday	EDUARDO D. BALILI	8:00-11:00	12:00-5:00	JULIE G. PRACILISO	11:00-12:00
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