



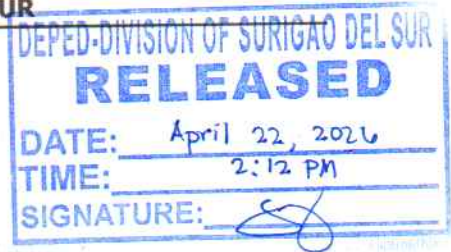
Republic of the Philippines
Department of Education

Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

Document Tracking No



April 14, 2026
 1XF87492-2026



Division MEMORANDUM
 No. 145, s. 2026

To: All Public Schools District Supervisors
 All School Heads
 Outgoing Teachers Advisers of SELG, SSLG, YES-O, BKB, SDRRM and RCY
 Incoming Teachers Advisers of SELG, SSLG, YES-O, BKB, SDRRM and RCY
 All Others Concerned

PROPER TURNOVER OF DOCUMENTS TO INCOMING TEACHER-ADVISERS

1. In the interest of continuity and proper documentation, this Office mandates *all outgoing advisers* of the Supreme Elementary Learner Government (SELG), Supreme Secondary Learner Government (SSLG), Youth for Environment in Schools Organization (YES-O), Barkada Kontra Droga (BKD), School Disaster Risk Reduction and Management (SDRRM), and Red Cross Youth (RCY) to properly turn over all records, files, and documents to the *incoming teacher-advisers* of the said organizations.
2. This directive aims to ensure smooth transition, accountability, and effective implementation of programs and activities.
3. For immediate dissemination and strict compliance.

LORENZO O. MACASOCOL, PhD, CESO V
 Schools Division Superintendent

Encl.: None
 References: as stated
 To be indicated in the Perpetual Index
 Under the following subjects:
 REPORT CHILD PROTECTION

SGOD/gcmyl
 04/14/2026



Address: Balilahan, Mabua, Tandag City, Surigao del Sur, 8300
 Telefax No. (086) 211-3225
 Email Address: surigaoodelsur.division@deped.gov.ph
 Website: depedsurigaoodelsur.com

Doc. Ref. Code	SDO-OSDS-F001	Rev	00
Effectivity	02.3.2025	Page	1 of 1