



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

October 11, 2024

OFFICE MEMORANDUM

AD-2024- **520**

DETAIL ORDER

To: **Mr. Jaypee C. Biscarra**
Administrative Aide
Local Government Unit
Tacloban City

1. In the exigency of service and with the concurrence of Dr. Sherlita A. Palma CESO VI, OIC-Schools Division Superintendent, Division of Tacloban City, you are hereby detailed from the Local Government Unit to this Regional Office effective October 1, 2024, until revoked.
2. You shall perform the duties and functions of an Administrative Aide (Driver) specifically for the Girls Education Center Learner's Coaster.
3. This detail order is temporary in nature and is not a promotion. Hence, this shall not entail any additional compensation except the salary of your present position which shall be drawn from the Local Government Unit of Tacloban City and shall take effect immediately until further advice from this Office.
4. Please be guided accordingly.


EVELYN R. FETALVERO, CESO III
Regional Director

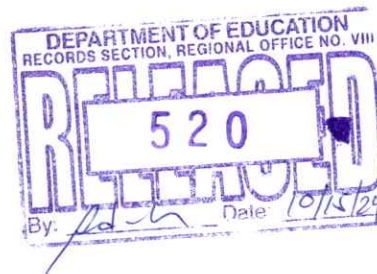
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Dr. Gertrudes C. Mabutin
OIC-Chief, CLMD

Dr. Sherlita A. Palma CESO VI
OIC-Schools Division Superintendent
Division of Tacloban City

Hon. Alfredo S. Romualdez
City Mayor
Tacloban City

AD-PS-EDR



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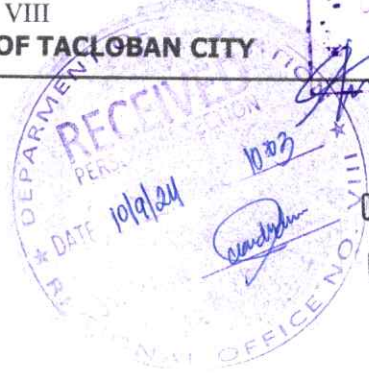
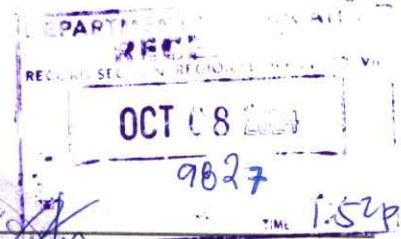
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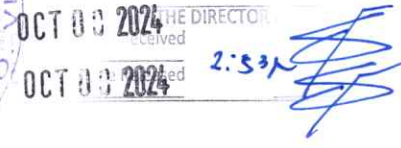
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Republic of the Philippines
Department of Education
 Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY



October 7, 2024



EVELYN R. FETALVERO, CESO III
 Regional Director
 Department of Education Regional Office No. VIII
 Candahug, Palo, Leyte

Madam:

Good day!

I am pleased to endorse Mr. Jaypee C. Biscarra, Administrative Aide from the Local Government Unit of Tacloban City, to be detailed as a driver in the Regional Office, specifically for the Girls Education Center Learner's Coaster effective October 1, 2024, until the detailment is revoked.

This arrangement is made upon the request of the Schools Division of Tacloban to support the transportation needs of the Girls Education Center. Mr. Biscarra's experience and reliability as a driver will be of great assistance in ensuring the smooth operations of the coaster, especially in addressing the mobility requirements of the learners.

Thank you for your continued support and commitment to advancing the educational programs in our region.

Sincerely yours,

SHERLITA A. PALMA EdD. CESO VI
 OIC-Schools Division Superintendent

