



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

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01 DEC 2022

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01 Dec 2022

DIVISION MEMORANDUM

No. 376, s. 2022

DESIGNATION AS DIVISION GUIDANCE COUNSELOR

To : **MARIANE DE GUZMAN**
Guidance Counselor 3
Biñan Integrated National High School

1. In the exigency of the service, you are hereby designated as the **Division Counselor for Elementary School Learners both Public and Private** schools of the City Schools Division of Biñan City, effective immediately.
2. As such, you shall act in accordance with the existing guidelines that defines the roles and functions of the position designated in addition to your present position.
4. It is understood that you shall perform the duties and responsibilities of the said position effectively and efficiently.
6. Please be guided accordingly.


EDNA FAURA-AGUSTIN
Schools Division Superintendent

Encl: As stated
Reference:

SGOD/SMME / ILG / DM-Designation as Division Guidance Counselor
/ 12/01/2022

