



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
Schools Division of NEGROS ORIENTAL

Office of the Schools Division
Superintendent

04 JAN 2024

DIVISION MEMORANDUM

No. 0009, s. 2024

**SUBMISSION OF NAMES OF DISTRICT OR CENTRAL SCHOOL OFFICE'S
RECORDS IN-CHARGE AND MAIN SECONDARY SCHOOL REGISTRAR OR
RECORDS IN-CHARGE**

To: Assistant Schools Division Superintendent
Chief, CID and SGOD
Public Schools District Supervisors/Districts In-Charge
Main Secondary School Heads
All Others Concerned

1. In pursuit of effectively implementing the RA 9470 or the National Archives of the Philippines Act which is to strengthen the system of management and administration of archival records, establishing for the purpose the National Archives of the Philippines, and for other purposes.
2. All Public School District Supervisors are directed to submit a list of names of their District Central School Office's Records In-Charge and Main Secondary School Registrar (with plantilla item) or Records In-Charge (for those without item).
3. The districts are reminded that these personnel must all be non-teaching and there will be 2 participants per districts.
4. A link will be sent to be filled up. Deadline of submission is on January 12, 2024.
5. For compliance.


NERI C. OJASTRO, EdD, CESO V
Schools Division Superintendent

1/4/2024

NCO/JMA-MKP-NILR/AdS/LBY/tgd

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