



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
Schools Division of Negros Oriental

**OFFICE MEMORANDUM**

OSDS/2023-951

To: Assistant Schools Division Superintendent  
Chief, CID and SGOD  
All Others Concerned

**OFFICER-IN-CHARGE DESIGNATION**

1. In view of my attendance to the 50<sup>th</sup> Founding Anniversary of the Career Executive Service (CES) on November 28-29, 2023, to be held at the Fiesta Pavillion, The Manila Hotel, One Rizal Park, Ermita Manila you are hereby directed to take charge of this Office on the aforesaid dates.
2. As **OFFICER-IN-CHARGE**, you are authorized to sign travels and act on communications and reports that are routine in nature. All others, particularly those that are policies determining shall be held in abeyance until such time I report back to this Office.
3. You shall sign papers in the following manner:

By Authority of the Schools Division Superintendent:

**RACHEL B. PICARDAL, EdD**  
Chief Education Supervisor, SGOD  
**Officer-In-Charge**

4. For your information and guidance.

  
**NERI C. OJASTRO, EdD, CESE**  
**Schools Division Superintendent**  
Office of the Schools Division Superintendent

NCO/SDSO/bing

Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City  
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