




Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

INTER-OFFICE MEMORANDUM
OSDS-IM-2022- 13

TO : **MS. LANI B. YURONG**
Administrative Officer V
This Office

FROM : 
SENEN PRISCILLO P. PAULIN, CESO V
Schools Division Superintendent

SUBJECT : **DESIGNATION AS OFFICE-IN-CHARGE (OIC)**

DATE : 24 March 2023

You are hereby directed to take charge of this Office on March 27-28, 2023 for the undersigned together with the three (3) OIC-ASDSs and one (1) SGOD Chief will be attending the Regional Management Committee Meeting to be held at the DepEd Region Office 7, Lahug, Cebu City on the aforesaid dates.

As **OFFICE-IN-CHARGE**, you are authorized to sign travel/s 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.

You shall sign papers in the following manner:

By Authority of the Schools Division Superintendent:

LANI B. YURONG
Administrative Officer V
Office-In-Charge

For your information and guidance.

SPP/OSDS/SPP/bing
24 March 2023



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