



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

INTER-OFFICE MEMORANDUM

OSDS-IM-2023- 03

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

FROM : **MARCELO K. PALISPIS, EdD, JD**
OIC- Office of the Asst. Schools Division Superintendent
Office-In-Charge, Office of the Schools Division Supt.

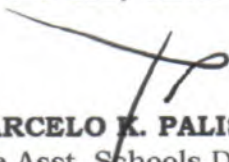
DATE : 23 January 2023

Please be informed that the undersigned together with Dr. Nilita L. Ragay, Dr. Joeylyza M. Arcilla, both OIC ASDSs and Dr. Rachel B. Picardal, Chief ES-SGOD will be attending the 1st Face-to-Face Regional Management Committee Meeting on January 24 to 25, 2023.

In this connection, you are hereby designated as **Office-In-Charge** of the aforesaid dates. As such, you are directed/authorized to take charge of this Office and you are authorized to sign travels and act on communications and reports that are routine in nature.

You shall sign papers in the following manner:

By Authority of the OIC, Office of the Schs. Division Supt.:


MARCELO K. PALISPIS, EdD, JD
OIC, Office of the Asst. Schools Division Superintendent
Office-In-Charge
Office of the Schools Division Superintendent

For your information and guidance.

SPP/OSDS/SPP/bing
23 January 2023

13 JAN 2023



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
Telephone Nos.: (035)225-2838 / 225-2376 / 422-7644
Email Address: negros.oriental@deped.gov.ph