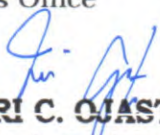




Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
**SCHOOLS DIVISION OF NEGROS ORIENTAL**

**INTER-OFFICE MEMORANDUM**  
**OSDS-IM-2023-** 24

**TO :** **DR. NILITA L. RAGAY**  
OIC, Office of the Asst. Schools Division Superintendent  
This Office

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

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

**DATE :** 18 April 2023

In view of my attendance to the Central Visayas Regional Athletic Association (CVRAA) Meet on April 24-28, 2023 at Carcar City, you are hereby directed to take charge of this Office on April 26-27, 2023.

As **OFFICE-IN-CHARGE**, you are authorized to sign travel 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:

**NILITA L. RAGAY, EdD**  
OIC, Office of the Asst. Schools Division Superintendent  
**Officer-In-Charge**

For your information and guidance.

NCO/SDS/NCO/bing

7 0 APR 2023



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**Email Address:** negros.oriental@deped.gov.ph