

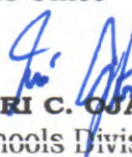


Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

INTER-OFFICE MEMORANDUM

OSDS-IM-2023- G3

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

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

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

DATE : 01 September 2023

In view of my attendance to the conduct of the 2023 World Teachers' Day in Bohol on September 4-6, 2023 and conduct of Post Qualification of Merci CM and Sons Food Production, Inc and Filbake Corporation in Bacolod City and Aklan on September 7-9, 2023, you are hereby directed to take charge of this Office on September 4-9, 2023.

As **OFFICE-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.

You shall sign papers in the following manner:

By Authority of the Schools Division Superintendent:

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

For your information and guidance.

NCO/OSDS/NCO/bing



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