



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

OFFICE MEMORANDUM

OSDS-2023- 102

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

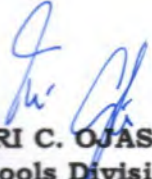
OFFICE-IN-CHARGE DESIGNATION

1. In view of my attendance to some important concerns, you are hereby directed to take charge of this Office on Friday, December 29, 2023.
2. As **OFFICE-IN-CHARGE**, you are authorized to sign travels and act on communications and reports that are routine in nature. In addition, you are also authorized to sign checks and other documents related to financial transactions and the like. 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:

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

4. For your information and guidance.


NERI C. OJASTRO, EdD, CESO V
Schools Division Superintendent
Office of the Schools Division Superintendent

NCO/OSDS/NCO/bing

Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
Telephone Nos. (035) 225-2838/225-2838/225-2376/422-7644



 Deped Tayo SDO Negros Oriental

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