



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

OFFICE MEMORANDUM

OSDS/CID/SGOD-2023-000-91

To: Assistant Schools Division Superintendent
Chief, CID and SGOD
All Others Concerned

OFFICE-IN-CHARGE DESIGNATION

1. In view of my attendance to the NETCB Financial Literacy and Launching of Preferred Shares on November 9-10, 2023 at the Executive Function Hall, DepEd Ecotech Center, Sudlon, Lahug, Cebu City.
2. 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.
3. You shall sign papers in the following manner:

By Authority of the Schools Division Superintendent:

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

4. For your information and guidance

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

NCO/SDSO/bing

06 NOV 2023

Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
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