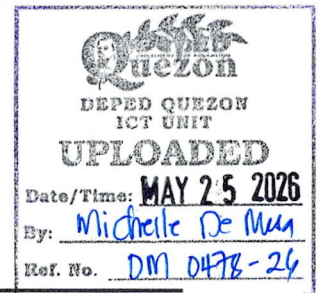




Republic of the Philippines
Department of Education
REGION IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



25 May 2026

DIVISION MEMORANDUM
No. 0476, s. 2026

**OFFICER-IN-CHARGE (OIC), OFFICE OF THE SCHOOLS DIVISION
SUPERINTENDENT**

To: Assistant Schools Division Superintendents
Division Chiefs
Section/Unit Heads
Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned

1. In view of the Top Management's attendance in the 2026 Palarong Pambansa in Agusan Del Sur, **MARIA DOLORES D. ATIENZA, Administrative Officer V**, is hereby designated as the Officer-In-Charge (OIC) from May 25-27, 2026.
2. The Officer-In-Charge shall sign all routine communications, except appointments and financial matters on behalf of the Head Office.
3. In connection, all official correspondence shall be signed as follows:

FOR:

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

BY:

MARIA DOLORES D. ATIENZA
Administrative Officer V

4. Immediate dissemination of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V

sdsrgc05/25/2026

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