



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



20 October 2025

**DIVISION MEMORANDUM**  
DM No. 1083, s. 2025

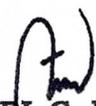
**DESIGNATION OF CARLEEN D. AGUILA AS  
OFFICER-IN-CHARGE OF THE LEGAL UNIT**

**To:** Assistant Schools Division Superintendents  
Chiefs, CID and SGOD  
Public School District Supervisors  
Public Elementary and Secondary School Heads  
All others concerned

1. This is to announce the designation of **Ms. Carleen D. Aguila** as **Officer-in-Charge (OIC)** of the Legal Unit of DepEd Division of Quezon from October 27-30, 2025 on behalf of Atty. Rexcia Maria B. Baldeo, the head of the aforementioned unit.
2. In line with this, Ms. Aguila shall sign official correspondence in the following manner:

**Carleen D. Aguila**  
Legal Assistant I  
OIC – Legal Officer

3. Widest and immediate dissemination of this Memorandum is desired.

  
**ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent

DEPEDQUEZON-SGO-HRD-04-001-005



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