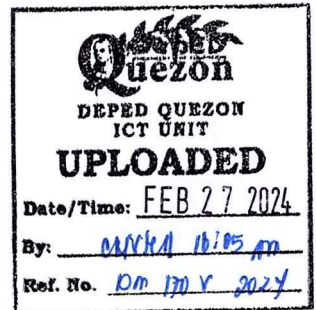




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



26 February 2024

DIVISION MEMORANDUM

DM No. 170, s. 2024

OFFICER-IN-CHARGE (OIC) IN REGARD TO THE TOP MANAGEMENT'S ATTENDANCE IN PUBLIC SERVICE CONTINUITY TRAINING WORKSHOP

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 at the Public Service Continuity Training-Workshop in Tagaytay City, **Ms. Carmela Ezel A. Orogo**, Education Program Supervisor, is hereby designated as the Officer-In-Charge from **February 27 to March 1, 2024**.
2. The Officer-In-Charge shall sign all routine communications, except appointments and financial matters, on behalf of the Head of Office.
3. In connection, all official correspondence shall be signed as follows:


FOR:

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

BY:

CARMELA EZCEL A. OROGO
Education Program Supervisor

4. Immediate dissemination of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

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DEPEDQUEZON-TM-SDS-04-009-003



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