



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



06 July 2023

DIVISION MEMORANDUM

DM No. 473, s. 2023

CORRIGENDUM TO DM NO. 470 s. 2023 RE: OFFICER-IN-CHARGE (OIC) IN LIEU OF THE SCHOOLS DIVISION SUPERINTENDENT'S OFFICIAL TRAVEL ON JULY 6, 2023 to July 7, 2023

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

1. In reference to **Division Memorandum No. 470 s. 2023** entitled **Officer-In-Charge (OIC) in lieu of the Schools Division Superintendent's Official Travel on July 6, 2023 to July 7, 2023**, and in view of ASDS Gregorio T. Mueco's attendance in the closing ceremony of National Pre-Qualifying Meet on July 7, 2023, please be informed that **Ms. Maria Dolores D. Atienza**, *Administrative Officer V*, is the designated Officer-In-Charge on **Friday, July 7, 2023**. She will sign all routine communications except appointments and financial matters.
2. In this connection, official correspondence shall be signed as follows:

FOR:

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

BY:

MARIA DOLORES D. ATIENZA
Administrative Officer V

DEPEDQUEZON-TM-SDS-04-009-003



"Creating Possibilities, Inspiring Innovations"

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3. Immediate dissemination of this Memorandum is desired.

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

msdsSD007/06/2023

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