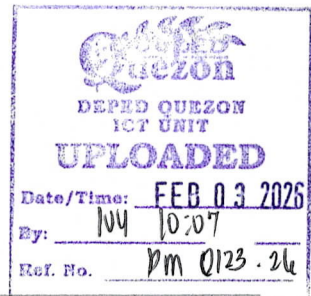




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



3 February 2026

DIVISION MEMORANDUM
No. 0123, s. 2026

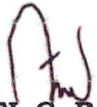
**OFFICER-IN-CHARGE (OIC), OFFICE OF THE SCHOOLS DIVISION
SUPERINTENDENT**

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 **GAWAD TEODORA ALONSO 2025 RECOGNITION RITES AND READING EXHIBIT** in Tagbilaran City, **ROSELYN Q. GOLFO, ASDS**, is hereby designated as the Officer-In-Charge (OIC) from February 4-5, 2026.
2. The Officer-In-Charge shall sign all routine communications, except appointments 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:
ROSELYN Q. GOLFO
Assistant Schools Division Superintendent
4. Immediate dissemination of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

DEPEDQUEZON-TM-SDS-04-009-003



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