



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

20 January 2026

OFFICE MEMORANDUM
CID-2026-001

OFFICER IN-CHARGE IN LIEU OF THE OIC-CID CHIEF ON OFFICIAL BUSINESS

To: Education Program Supervisors - CID
Education Program Specialists - ALS
Project Development Officers - LR
CID-IMS/Private/Library Hub/LR Staff
All Others Concerned

In view of the OIC-CID Chief's Official Business on January 21-25, 2026 at Ningbo, China, **JAIME F. ZARA JR.**, Education Program Supervisor, is hereby designated as the Officer-In-Charge on **January 21-23, 2026**. He will sign all urgent routine communication except for financial matters. Furthermore, he is instructed to report to the OIC-CID Chief all urgent concerns of the office that need crucial decisions, including the travel of the CID personnel.

For information and guidance.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

cid-ims/wfg/dmdg/01/20/2026

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