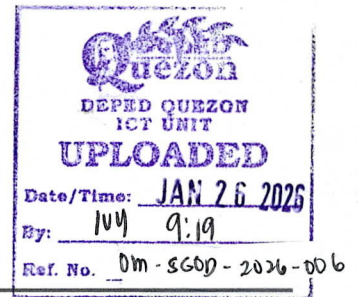




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



23 January 2026

OFFICE MEMORANDUM
SGOD-2026- 006

DESIGNATION OF OFFICER-IN-CHARGE FOR SGOD CHIEF

To: All SGOD Personnel
All Others Concerned

In light of the SGOD Chief's Official engagement to attend and participate in the Reading Leaders Summit: Advancing Literacy through the ELLN Program on January 26-30, 2026, to be held in Santa Rosa City, **Dr. Regina V. Marino, Senior Education Program Specialist**, is hereby designated as the Officer-in-Charge during the said date.

She is authorized to sign all urgent routine communications, excluding financial matters. She is likewise directed to promptly report to the SGOD Chief any critical concerns requiring urgent decisions, including matters related to the travel of SGOD personnel.

For information and guidance.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

sgod/jcm/1/23/2026

DEPEDQUEZON-TM-SDS-04-010-005



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