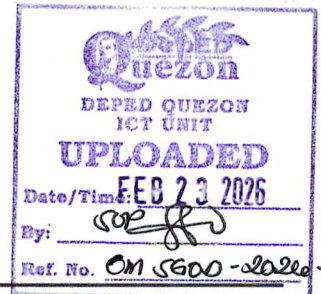




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



23 February 2026

**OFFICE MEMORANDUM**  
SGOD-2026- 014

**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 1<sup>st</sup> Division Management Committee Meeting on February 24 and 26, 2026, to be held in Infanta, Quezon and General Luna, Quezon, **Dr. Raul R. Agaran, Education Program Supervisor**, is hereby designated as the Officer-in-Charge during the said date.

He 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/2/23/2026

DEPEDQUEZON-TM-SDS-04-010-005



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