

Republic of the Philippines

Department of Education

REGION IX, ZAMBOANGA PENINSULA SCHOOLS DIVISION OF DAPITAN CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

NO. 444, s. 2022

TO

ROSALIO B. CONTURNO, JR., PhD

Officer-in-Charge

Assistant Schools Division Superintendent

FROM:

FELIX ROMY A. TRIAMBULO, CESO V

Schools Division Superintendent

DATE

November 3, 2022

SUBJECT

Designation as Officer-In-Charge

In view of my Sick Leave, you are hereby designated as In-Charge of Office on November 3-4, 2022, in addition to your present duties and responsibilities, until my return.

As such, you shall act on matters which are routinary in nature and shall hold in abeyance those which are discretionary in nature. However, urgent matters which requires immediate action shall be communicated directly to me for instruction.

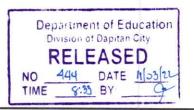
For this purpose, you shall affix your signature in official documents in the manner presented hereunder.

For the Schools Division Superintendent:

ROSALIO B. CONTURNO, JR., PhD

OIC-Assistant Schools Division Superintendent Officer-In-Charge Office of the Schools Division Superintendent

Please be guided accordingly.







Sunset Boulevard, Dawo, Dapitan City



(065) 917-5113

