



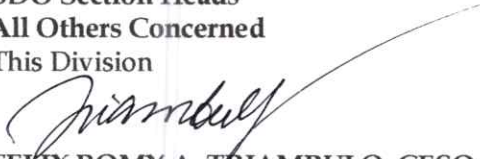

Republic of the Philippines  
**Department of Education**  
REGION IX  
SCHOOLS DIVISION OF DAPITAN CITY

Office of the Schools Division Superintendent

**MEMORANDUM**

No. 45, s. 2022

To: Assistant Schools Division Superintendent  
CES, CID & SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary and Secondary School Heads/Principal/TIC  
SDO Section Heads  
All Others Concerned  
This Division

From:   
FELIX ROMY A. TRIAMBULO, CESO V  
Schools Division Superintendent 

Subject: DELEGATION OF AUTHORITY

Date: JANUARY 31, 2022

In the best interest of public service and in keeping up with the mandate of providing smooth and expeditious operation in administrative services for optimum customer satisfaction even during this time of COVID-19 pandemic, this office adopts this Succession Method in terms of Delegation of Authority as follows:

- a. In the absence of Geordito T. Olario, Administrative Officer V (Administrative Service), AO Nancy T. Tendero will automatically act on his behalf.
- b. In the absence of both, AO Cynthia O. Dalman will automatically take charge.

Further, the exercise of functions/authorities herein provided shall in all cases be subject to the existing policies of the Department and with limitations that pertains only to ministerial functions. All other matters shall be referred to the Schools Division Superintendent.

For widest dissemination and guidance.



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