



Republic of the Philippines
Department of Education
Region V – Bicol

TANGGAPANG PANSANGAY NG CATANDUANES

November 29, 2024

DIVISION MEMORANDUM

No. 620 s. 2024

**OFFICER-IN-CHARGE OF THE OFFICE OF THE SDS
ON DECEMBER 2 AND 3, 2024**

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisors, CID & SGOD
SGOD and CID Personnel
OSDS Unit Heads
School-based Personnel
All Others Concerned


1. In view of the official travel of the OIC-SDS and OIC-ASDS for the formal meet and greet of the regional officials with the Honorable Sonny M. Angara on December 2, 2024 at Camarines Sur, all concerned are hereby informed that Atty. Norlito Jr. P. Agunday is designated to take charge of the division and act on all routine matters and urgent administrative concerns on December 2 and 3, 2024.

For this purpose, this should appear on official documents for his signature:

By Authority of the OIC-Schools Division Superintendent:

ATTY. NORLITO JR. P. AGUNDAY
Division Legal Officer
Officer-In-Charge

2. For information and guidance


CECILE C. FERRO CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent



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