



DepEd - Division of Catanduanes
RECORDS SECTION

RELEASED

BY: *[Signature]* No: 419
DATE: 06 SEP 2024 TIME: 5:20

Republic of the Philippines
Department of Education
Region V - Bicol

TANGGAPANG PANSANGAY NG CATANDUANES

September 6, 2024 .

DIVISION MEMORANDUM

No. 419 s. 2024

**OFFICER-IN-CHARGE OF THE OFFICE OF THE SCHOOLS DIVISION
SUPERINTENDENT FROM SEPTEMBER 9-13, 2024**

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

1. In view of the attendance of the undersigned to the **Regional Awards Rites for the Search for Outstanding Government Workers in Legazpi City, Albay, Leave and Home Visit Privilege** on **September 9-13, 2024**, 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.

For this purpose, he will sign official papers, thus this should appear on documents for his signature:

NORLITO JR. P. AGUNDAY

Legal Officer III
Officer-In-Charge

2. For information and guidance.

[Signature]
CECILE C. FERRO CESO VI

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