

**RELEASED**

BY: *[Signature]* No: 448  
DATE: DEC 23 2024 TIME: 8:00



Republic of the Philippines  
Department of Education  
Region V - Bicol

**TANGGAPANG PANSANGAY NG CATANDUANES**

December 20, 2024

**DIVISION MEMORANDUM**

No. 448s. 2024

**OFFICER-IN-CHARGE OF THE OFFICE OF THE SDS  
FOR DECEMBER 23, 26 AND 27, 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 travel of the OIC-SDS for networking and home visit purposes, all concerned are hereby informed that the following are designated to take charge of the division and act on all routine matters and urgent administrative concerns on December 23, 26 and 27, 2024:

December 23, 2024	DELFIN A. BONDAD
December 26 & 27, 2024	ATTY. NORLITO JR. P. AGUNDAY

For this purpose, these should appear on official documents for their signature during their schedule as OIC:

By Authority of the OIC-Schools Division Superintendent:  <b>DELFIN A. BONDAD</b> OIC- Assistant Schools Division Superintendent Officer-In-Charge	By Authority of the OIC-Schools Division Superintendent:  <b>ATTY. NORLITO JR. P. AGUNDAY</b> Division Legal Officer Officer-In-Charge
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2. For information and guidance.

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



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