



Republic of the Philippines  
**Department of Education**  
REGION V - BICOL  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**

March 2, 2023

**MEMORANDUM TO:**

**REY C. BONAYON**  
Planning Officer III

In view of the attendance of the SGOD Chief to Great Eastern Hotel, Quezon City for the 2023 National Disaster Risk Reduction and Management (DRRM) Planning Conference on **March 6-10, 2023**, you are hereby designated to take charge of the School Governance and Operation Division and act on all routinely matters and urgent administrative concerns.

For this purpose, you will sign official papers, thus:

By Authority of the Schools Division Superintendent:

**REY C. BONAYON**  
Planning Officer III  
Officer-In-Charge, SGOD

A report on all papers signed by you should be prepared and submitted to the SGOD Chief upon her return.

For guidance and compliance.

**SUSAN S. COLLANO, CESO V**  
Schools Division Superintendent

0017-OIC-REY C. BONAYON-SGOD



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