



Republic of the Philippines
Department of Education
Region V - Bicol
TANGGAPANG PANSANGAY NG CATANDUANES

September 25, 2024

DIVISION MEMORANDUM
No. 454s. 2024

**OFFICER-IN-CHARGE OF THE OFFICE OF THE SCHOOLS DIVISION
SUPERINTENDENT FROM SEPTEMBER 26-27, 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 **Leave of Absence** of the undersigned on **September 26-27, 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:

ATTY. NORLITO JR. P. AGUNDAY
Legal Officer III
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



San Roque, Virna, Catanduanes
052-8714043
catanduanes@depd.gov.ph
www.depdedcatanduanes.com / www.catanduanes.depded.gov.ph