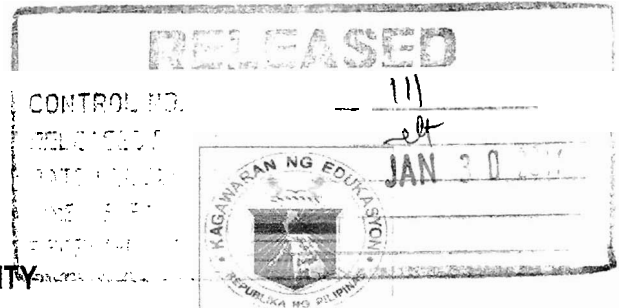




Republic of the Philippines
Department of Education
Negros Island Region
DIVISION OF DUMAGUETE CITY
Dumaguete City



DIVISION MEMORANDUM

January 27, 2017

DESIGNATION AS OFFICER-IN-CHARGE

To: Asst. Schools Division Superintendent
Chief Curriculum & Implementation Division
Chief, School Governance and Operations Division
Education Program Supervisors
Public Elementary & Secondary School Heads
All Others Concerned

1. In order to ensure the smooth operation & management of the schools while the School Heads attend Official Business the following teachers are the designated **Officer-In-Charge** :

| School | Principal | Date | Officer-In-Charge | Remarks |
|--------|----------------------------|---------------------|--------------------------|--|
| SPED | Mrs. Bernadita S. De Jesus | Jan. 23-31, 2017 | Mrs. Miguelita C. Pis-an | SH shall perform the RSAC tasks |
| | | February 1-9, 2017 | Juliet C. Sonjaco | |
| SCES | Mrs. Edilberta A. Calbog | January 23-29, 2017 | Mrs. Enriqueta A. Baylon | SH shall perform the RSAC tasks Asst. SH shall attend the attending the National Accreditation for Sports Officiating Officials in Tagum City |

2. As Officers-In-Charge, they will ensure the smooth school operation and give extra importance on the safety/security of the pupils/students until the School Heads return to office. Major issues and concerns relative thereto shall be referred to this **Office** for immediate and appropriate actions through the following hotlines (035) 421-0916 ; 225-3555 ; 225-0603; 421-0902.
3. Immediate dissemination of and compliance with this Memorandum are desired.

gm
EVANGEL M. LUMINARIAS, Ph.D., CESO V
Schools Division Superintendent
f nb



Department of Education
Region VII, Central Visayas
Dumaguete City Division
SOUTH CITY ELEMENTARY SCHOOL
Mangnao, Dumaguete City



January 20, 2017

DR. EVANGEL M. LUMINARIAS, CESO V
Schools Division Superintendent
DepEd, Division of Dumaguete City
Taclobo High School Compound
Taclobo, Dumaguete City 6200

| | |
|-----------------|-------------|
| CONTROL NO. : | 246 |
| APPROVED BY : | elt |
| DATE RECEIVED : | JAN 23 2017 |
| TIME RECEIVED : | |

Madam:

I have the honor to recommend Mrs. Enriqueta A. Baylon, Master Teacher I of South City Elementary School, to serve as the Officer-In-Charge of the school next week, January 23-27, 2017 while Mr. Jaime J. Pajunar, Asst. Principal (HT I) is attending the National Accreditation for Sports Officiating Officials in Tagum City on January 25-29, 2017 and on the other hand, I am joining the Regional Screening and Accreditation Committee (RSAC) to evaluate and verify the authenticity of the athletes, coaches, assistant coaches and chaperones documents for their accreditation to the 2017 Palarong NIR.

I look forward to your kind approval.

Thank you.

Respectfully yours,


EDILBERTA A. CALBOG
ESP II

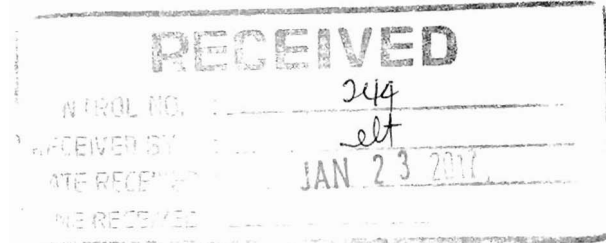


Republic of the Philippines
 Department of Education
 Region XVIII, Negros Island Region
 Division of Dumaguete City
WEST CITY EXCEPTIONAL CHILD LEARNING CENTER
 Dumaguete City



January 23, 2017

DR. EVANGEL M. LUMINARIAS, CESO V
 Schools Division Superintendent
 Division of Dumaguete City
 Taclobo, Dumaguete City



Madam:

The undersigned will start performing the assigned task being one of the members of Regional Screening and Accreditation Committee (RSAC) today, January 23, 2017 until February 9, 2017. In view of this, I would like to recommend the following Master Teachers to be the Officer-In-Charge:

| Date | Name of Teacher | Contact Number |
|---------------------|---------------------|----------------|
| January 23-31, 2017 | Miguelita C. Pis-an | 09298213682 |
| February 1-9, 2017 | Juliet C. Sonjaco | 09353256280 |

Thank you very much.

Very truly yours,


BERNARDITA S. DE JESUS
 School Principal