




Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

INTER-OFFICE MEMORANDUM
OSDS-IM-2022- 64

TO : **MS. LANI B. YURONG**
Administrative Officer V
This Office

FROM : 
SENEN PRISCILLO P. PAULIN, CESO V
Schools Division Superintendent

SUBJECT : **DESIGNATION AS OFFICE-IN-CHARGE (OIC)**

DATE : 23 September 2022

You are hereby directed to take charge of this Office on September 26-27, 2022 for the undersigned together with the OIC-ASDSs and SGOD Chief will be attending the Regional Management Committee Meeting in Carcar City on the aforesaid dates.

As **OFFICE-IN-CHARGE**, you are authorized to sign travel/s and act on communications and reports that are routine in nature. All others, particularly those that are policies determining shall be held in abeyance until such time I report back to this Office.

You shall sign papers in the following manner:

By Authority of the Schools Division Superintendent:

LANI B. YURONG
Administrative Officer V
Office-In-Charge

For your information and guidance.

SPP/OSDS/SPP/blng
23 September 2022

16 SEP 2022



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