

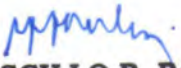


Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

INTER-OFFICE MEMORANDUM

OSDS-IM-2022- 77

TO : **JOELYZA M. ARCILLA, EdD**
OIC-Office of the Assistant Schools Division Superintendent
This Office

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

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

DATE : 07 November 2022

You are hereby directed to take charge of this Office on November 15-17, 2022 for the undersigned will be attending the 2022 National Planning Conference at Subic Bay Exhibition and Convention Center, Subic Bay Freeport Zone, Olongapo, Zambales.

As **OFFICE-IN-CHARGE**, you are authorized to sign travel 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:

JOELYZA M. ARCILLA, EdD
OIC-Office of the Asst. Schools Division Superintendent
Office-In-Charge

For your information and guidance.

SPP/OSDS/SPP/bing

8 NOV 2022



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