




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

INTER-OFFICE MEMORANDUM
OSDS-IM-2022- 78

TO : **DR. RACHEL B. PICARDAL**
Education Supervisor, Chief-SGOD
This Office

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

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

DATE : 11 November 2022

In view of my attendance to the 49th Founding Anniversary and 2022 CES Lifelong Learning for Leadership Congress, together with the three (3) OIC-OASDS on November 22-25, 2022 at the Philippine International Convention Center, Pasay, you are hereby directed to take charge of this Office 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:

RACHEL R. PICARDAL, EdD
Education Supervisor, Chief-SGOD
Office-In-Charge

For your information and guidance.

SPP/OSDS/SPP/bing
11 November 2022

15 NOV 2022



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