



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
Schools Division of Negros Oriental

**OFFICE MEMORANDUM**

OSDS-2024- 0004

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

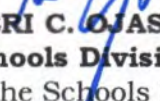
**OFFICE-IN-CHARGE DESIGNATION**

1. In view of my attendance to the First Face-to-Face RO VII Management Committee Meeting on January 11 - 12, 2024 to be held in Bohol, you are hereby directed to take charge of this Office on January 10p.m., 11-12, 2024.
2. As **OFFICE-IN-CHARGE**, you are authorized to sign travels 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.
3. You shall sign papers in the following manner:

By Authority of the Schools Division Superintendent:

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

4. For your information and guidance.

  
**NERI C. OJASTRO, EdD, CESO V**  
**Schools Division Superintendent**  
Office of the Schools Division Superintendent

NCO/OSDS/NCO/bing  
January 9, 2024

Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City  
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Deped Tayo SDO Negros Oriental



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