



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

OFFICE MEMORANDUM

OSDS-2024- 0010

To: **ATTY. MARJORIE D. PORCINA**
Legal Assistant
This Office

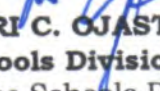
OFFICE-IN-CHARGE DESIGNATION

1. In view of my attendance to the conduct of the Collaborative Cross Division Conflux Review of Best Practices in the Division Education Development Plan (DEDP) on February 5-8, 2024 to be held in Guimaras, Western Visayas, you are hereby directed to take charge of this Office on the aforesaid dates.
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:

ATTY. MARJORIE D. PORCINA
Legal Assistant
Office-In-Charge

4. For your information and guidance.


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

02 FEB 2024

NCO/OSDS/NCO/bing
February 2, 2024

Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
Telephone Nos. (035) 225-2838/225-2838/225-2376/422-7644



Deped Tayo SDO Negros Oriental



depednegor.net