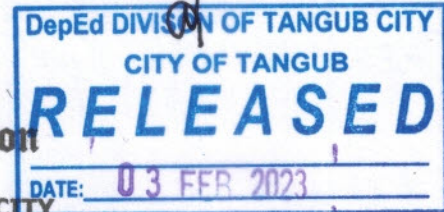




Republic of the Philippines
Department of Education
Region X
SCHOOLS DIVISION OF TANGUB CITY



February 02, 2023

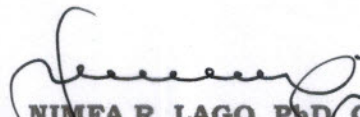
DIVISION MEMORANDUM

No. 32, s. 2023

**DESIGNATION ORDER AS OFFICER - IN CHARGE IN THE DIVISION
OF TANGUB CITY**

To: Assistant Schools Division Superintendent
Chief, School Governance and Operations Division
Chief, Curriculum Implementation Division
District In- Charge
Education Program Supervisors
Public Elementary and Secondary School Head
Section Heads
All Others concerned
This Division

1. To ensure smooth Office operations and prompt response to the needs of the clients, this Office, hereby designates **Lorena P. Serrano**, Assistant Schools Division Superintendent, as Officer-In Charge in the Division of Tangub City in the absence of the Schools Division Superintendent who is attending the National Planning Conference on School Building at Olongapo, Zambales effective February 6-9, 2023.
2. Whenever the Assistant Schools Division Superintendent is not available, **Delma R. Denapo**, Administrative Officer V will assume as Officer-In Charge in the Division to continue its usual activities.
3. As such, you are authorized to act on routinary course of official business on my behalf. Whenever doubt or in case of an urgent matter that needs my prompt action or decision, refer to the undersigned through the fastest medium of communication possible.
4. For guidance and reference.


NIMFA R. LAGO, Ph.D., CESO VI
Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent



Address: Anecito Siete St. Mantic, Tangub City
Telephone: (088) 530 - 5988