DIVISION MEMORANDUM
No. DM-2019-02-066, s. 2019

To: Assistant Schools Division Superintendent
   All Others Concerned
   This Division

Subject: DESIGNATION OF OFFICERS-IN-CHARGE IN THE CURRICULUM IMPLEMENTATION DIVISION

Date: February 18, 2019

1. For efficient and continuous service to clienteles, these officials are designated as Officers-In-Charge in the absence of the Chief Education Supervisor in this order:
   a. Jasmin J. Adriatico
      Education Program Supervisor (ALS)
   b. Rachel R. Valde
      Education Program Supervisor (English)
   c. Analyn L. Ocier
      Education Program Supervisor (Science)
   d. Luis S. Alajar Jr.
      Education Program Supervisor (TLE)

2. As such, they shall represent Ralph T. Quirog in meetings which call for his presence and act on routine matters. Concerns that are policy-determining should be held in abeyance until his return.

3. Immediate and wide dissemination of this memorandum to all concerned is desired.

[Signature]
Rebonemil R. Baguio
Schools Division Superintendent