



Republic of the Philippines  
**Department of Education**  
REGION X- NORTHERN MINDANAO  
DIVISION OF MALAYBALAY CITY

UNM2020-7-079  
DEPED MALAYBALAY CITY DIVISION  
RELEASED  
DATE: 8-6-2020  
BY: [Signature]

**MEMORANDUM**

**TO :** **ATTY. WINCERBOGNE L. PESISANO**  
Attorney III, Legal Services

**FROM :** **VICTORIA V. GAZO, Ph.D., CESO V**  
Schools Division Superintendent

**DATE :** **June 30, 2020**

**RE :** **Designating Officer-In-Charge of the Administrative Section**

In the exigency of the service and to ensure effective and efficient transition, this office hereby designates you as the Officer-In-Charge of the Administrative Section effective July 1, 2020.

In addition to your regular function, you are directed to perform the regular and ad hoc function of the Administrative Officer V without additional remuneration.

This order shall take effect until revoked.

Copy furnished:  
Records File  
AO File

