



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

July 28, 2025

DIVISION MEMORANDUM

No. 657 s. 2025

**OFFICER-IN-CHARGE OF THE OFFICE OF THE SCHOOLS
DIVISION SUPERINTENDENT ON AUGUST 6 TO 8, 2025**

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisors
SGOD and CID Personnel
OSDS Unit Heads
School-Based Personnel
All Others Concerned


1. In view of the official travel of the OIC-SDS for the **CY 2025 Third Regional Management Committee Meeting** at Masbate City, all concerned are hereby informed that Ms. Eva S. Tolentino is designated to take charge of the Schools Division Office and act on all routine matters and urgent administrative and financial concerns August 6 to 8, 2025.

For this purpose, she will sign on official documents, thus this should appear on documents for his signature:

By Authority of the OIC-Schools Division Superintendent:

EVA S. TOLENTINO
Administrative Officer V

2. For information and guidance.


MA. JEANY T. ABAYON
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent