



Republic of the Philippines
Department of Education
REGION V - BICOL
SCHOOLS DIVISION OFFICE OF CATANDUANES

February 9, 2024

MEMORANDUM TO:

ACHILLES V. ALBERTO
Education Program Specialist II

In view of the attendance of the SGOD Chief to **Sorsogon City** and **Legazpi City** for the **CY 2024 Under General Management and Supervision Capital Outlay and CY 2024 First Regular Management Committee (REMANCOM) Meeting** on **February 13-16, 2024**, you are hereby designated to take charge of the Schools Governance and Operations Division and act on all routinely matters and urgent administrative concerns.

For this purpose, you will sign official papers, thus:

By Authority of the Schools Division Superintendent:

ACHILLES V. ALBERTO
Education Program Specialist II
Officer-In-Charge, SGOD

A report on all papers signed by you should be prepared and submitted to the SGOD Chief upon her return.

For guidance and compliance.

SOCORRO V. DELA ROSA, CESO V
Schools Division Superintendent

0010-OIC-ACHILLES V. ALBERTO



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