



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

October 6, 2022

MEMORANDUM TO:

AROLINE T. BORJA
Education Program Supervisor

In view of the attendance of the SGOD Chief to the NEAP-R Hall, Rawis, Legazpi City on **October 18-25, 2022** for the **Pilot Testing on Philippine Professional Standard for Supervisors (PPSS) Modules**, 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:

AROLINE T. BORJA
Education Program Supervisor
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.

SUSAN S. COLLANO, CESO V
Schools Division Superintendent



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October 5, 2022

SUSAN S. COLLANO

Schools Division Superintendent
This Office

Madam:

Good day.

This is to request permission for Ms. AROLINE T. BORJA, Education Program Supervisor SGOD to be the Officer in Charge of the School Governance and Operations Division on October 18-25, 2022 of the attendance to the Pilot Testing on Philippine Professional Standard for Supervisors (PPSS) Modules.

Approval of this request is prayed.

Thank you.

Very truly yours,


MARY JEAN S. ROMERO
Chief Education Supervisor

Approved:


SUSAN S. COLLANO
Schools Division Superintendent



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