



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



November 29, 2022

MEMORANDUM TO:

AROLINE T. BORJA
Education Program Supervisor

In view of the attendance of the SGOD Chief to the Legazpi City on **December 12-15, 2022** for the **Finalization of 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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