

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

December 9, 2022

MEMORANDUM TO:

ROMA ANGELEE A. SOLEYBAR
Administrative Officer II

In view of the attendance of the Administrative Officer IV (HRMO) to Talisay, Batangas on December 11-15, 2022 for the Revalidation of Competency Dictionaries and Final Vetting of Competency Models for General Administrative Service Group, you are hereby designated to take charge of the Human Resource Management Office 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:

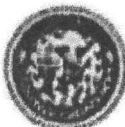
ROMA ANGELEE A. SOLEYBAR
Administrative Officer II
Officer-in-Charge, HRMO

A report on all papers signed by you should be prepared and submitted to the Administrative Officer IV (HRMO) upon her return.

For guidance and compliance.

SUSAN S. COLLANO, CESO V
Schools Division Superintendent

0010-OIC-ROMA ANGELEE A. SOLEYBAR



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