



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

DEPED DIVISION OF CATANDUANES  
RECORDS SECTION

**RELEASED**  
SEP 11 2022 9:05 am

September 12, 2022

**MEMORANDUM TO:**

**AROLINE T. BORJA**  
Education Program Supervisor

In view of the leave of absence and the attendance of the SGOD Chief to the Holy Spirit Drive, Diliman, Barangay Isidora Hills, QC, 1127 Metro Manila on **September 12-16, 2022** for the **Assessment Center at CESBoard**, 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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