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Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID - 2025 - 0248

To : **REYNALDO C. DEOCAMPO JR.**
Public Schools Division Superintendent

Subject : **OFFICER-IN-CHARGE OF
P. CHANCO ELEMENTARY SCHOOL**

Date : April 24, 2025

In view of the official leave of absence of Nida M. Compuesto, School Head of P. Changco Elementary School, please be advised of your designation as Officer-in-Charge of the said school on **May 8, 9, and 26, 2025**.

In this regard, you may sign/ approve any routinary communications where the school principal basically affixes her signatures, except on the following:

- Matters that involve finances and district/ school property;
- Matters concerning teachers/ staff assignments; and
- Other concerns that cannot be delegated.

For information and strict compliance.


JINKY B. FIRMAN Phd, CESO VI
Schools Division Superintendent

RELEASED

APR 25 2025

RECORDS SECTION, SDO PANABO CITY

BY 