



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

Office of the Schools Division Superintendent

July 7, 2025


**Division Order**

No. 0337, s. 2025

**TEMPORARY DESIGNATION AS OFFICER-IN-CHARGE (OIC) OF THE DIVISION  
ACCOUNTING OFFICE**

To: **ROSALIE D. ESTIMADA**, Administrative Officer V, Budget Office

1. In the exigency of service, and in view of the transfer of Mr. Glenn B. Separis, you are hereby temporarily designated as the Officer-In-Charge (OIC) of the Division Accounting Office, effective July 8, 2025.
2. Hence, you are advised to perform therein the functions, duties and responsibilities attached to the said designation.
3. Finally, pursuant to existing CSC guidelines, this designation shall be effective for (1) one year from the effectivity of this Order, renewable every year due to the exigency of service, and until such time a permanent replacement personnel is appointed and deployed at the said office, of which you will be notified in writing.
4. For strict compliance.

  
**JINKY B. FIRMAN, Ph.D, CESO VI**  
Schools Division Superintendent

**RELEASED**

**JUL 07 2025**

RECORDS SECTION SDO PANABO CITY  
BY 

Enclosed: as stated  
OSDS/sds/ncm

cc:  
ASDS/CID & SGOD Chiefs/Admin. Office/HRMO/  
Supply/Planning/Budget & Accounting Units/File



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