



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS


07 Apr 2026

UNNUMBERED MEMORANDUM

OFFICER-IN-CHARGE (OIC) DESIGNATION

TO: Assistant Schools Division Superintendents
Chief – Curriculum Implementation Division (CID)
Chief – School Governance and Operations Division (SGOD)
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
Section Heads
All Others Concerned

1. In view of the foreign travel of the Schools Division Superintendent, Dr. Rhina O. Ilagan, the Assistant Schools Division Superintendent is hereby designated as Officer-in-Charge (OIC) from April 9–11, 2026. Likewise, Mr. Jofit P. Dayoc, Assistant Schools Division Superintendent, is designated as Officer-in-Charge (OIC) from April 12–13, 2026. The designated OIC is authorized to sign all routine communications, except those involving appointments, transfer of station, and financial matters. Policy and major decisions shall be held in abeyance.
2. For information, guidance and wide dissemination.


MARITES A. IBANEZ, CESO V
Schools Division Superintendent *dm*

LDSV/UM_OIC April 9-13, 2026 Travel Abroad_Japan/
S2-114244/07 Apr 2026



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