



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

DepEd-Division  
of Batangas  
SDS OFFICE

**RECEIVED**  
**S2-106226**

Date: April 3, 2023  
Time: 8:10 AM  
By: Dianne

**UNNUMBERED MEMORANDUM**

**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

**FROM :**  **MERTHEL M. EVARDOME, CESO V**  
Schools Division Superintendent

**SUBJECT: OFFICER-IN-CHARGE (OIC) DESIGNATION**

**DATE :** April 3, 2023

In view of the leave of absence of the Schools Division Superintendent, Mr. Nicolas M. Burgos, Assistant Schools Division Superintendent is hereby designated as the Officer-In-Charge (OIC) on April 3-5, 2023. He will sign all routine communications except appointments, transfer of station and financial matters. Policy and major decisions shall be held in abeyance.

For information, guidance and wide dissemination.

