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

12 Nov 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 November 14–24, 2026. She will sign all routine communications except appointments, transfer of station and financial matters. Policy and major decisions shall be held in abeyance.

2. For information, guidance and wide dissemination.

Digitally signed by
MARITES A. IBAÑEZ,
CESO V
Date: 2026.11.12
16:22:55 +08'00'

**MARITES A. IBAÑEZ, CESO V**
Schools Division Superintendent

LDSV/UM_OIC November 14-24, 2026 Travel Abroad_USA/
S2-115688/12 Nov 2026

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