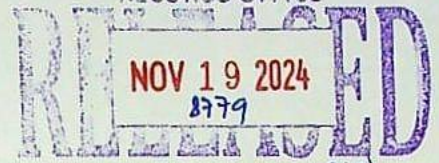




Republika ng Pilipinas  
**Department of Education**  
OFFICE OF THE SECRETARY

DepEd SDO Dagupan City  
RECORDS OFFICE



By: 14 Time: 8:00

**MEMORANDUM**

To : **ANNA LIZA M. CHAN**  
Officer-in-Charge  
Office of the Assistant Schools Division Superintendent  
Schools Division Office of Dagupan City

Thru : **TOLENTINO G. AQUINO**  
Regional Director  
DepEd Region I  
Flores St., Catbangan,  
San Fernando City, La Union

Subject: Designation Order

Date :

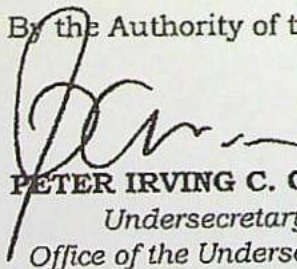
In view of the official travel abroad of Dr. Rowena C. Banzon, Schools Division Superintendent (SDS), and in the exigency of service, you are hereby designated as Officer-in-Charge of the Office of the Schools Division Superintendent (OIC-SDS) in the Schools Division Office (SDO) of Dagupan City, effective November 16, 2024 to December 02, 2024 or until the return to duty of SDS Banzon.

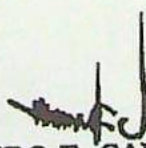
You shall sign official correspondence as follows:

**ANNA LIZA M. CHAN**  
Supervising Education Program Specialist  
Officer-in-Charge  
Office of the Schools Division Superintendent

Please be guided accordingly.

By the Authority of the Secretary:

  
**PETER IRVING C. CORVERA**  
Undersecretary  
Office of the Undersecretary

  
**WILFREDO E. CABRAL**  
Undersecretary  
Human Resource and Organizational Development