



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

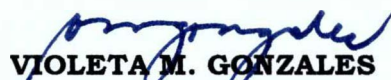
DEC 02 2024

MEMORANDUM

To : Chief Education Supervisors (CID AND SGOD)
Education Program Supervisor
Public Schools District Supervisors
Administrative Officer V
Elementary / Secondary School Heads Officers-in-Charge
Teaching and Non-Teaching Personnel All Others Concerned

**OFFICER-IN-CHARGE OF THE OFFICE OF THE ASSISTANT SCHOOLS
DIVISION SUPERINTENDENT**

1. This is to inform the field that in view of the attendance of the undersigned in the Budget Formulation Workshop for Schools: Crafting of CY 2025 Project Profiles, PPMP, APP and APP-CSE on December 3-4, 2024 at Hacienda Gracia, Lubao, Pampanga, **Dr. Ma. Carmen D. Solayao**, Education Program Supervisor, is designated as Officer-in-Charge, Office of the Assistant Schools Division Superintendent on the aforementioned dates, so as not hamper the services of the said office.
2. For information and guidance.



VIOLETA M. GONZALES
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent