



Republic of the Philippines  
Department of Education  
NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division  
Superintendent


August 29, 2025

**MEMORANDUM**

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

**DESIGNATION AS OFFICER-IN-CHARGE**

1. This is to inform the field that in view of the attendance of the undersigned in the **REGIONAL WORKSHOP ON DEPED-NCR's 5 PRIORITIES** on September 1-3, 2025, in Taal Vista Hotel, Tagaytay City, Atty. Erness Faith J. Regacho-Espanto, Legal Officer III, is designated as Officer-in-Charge, Office of the Schools Division Superintendent on the aforementioned dates, so as not to hamper the services of the Division.
2. For information and guidance.

  
**VIOLETA M. GONZALES, CESO VI**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

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