



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

**Office of the Schools Division
Superintendent**

MEMORANDUM
No. 220, S. 2026

To: ADA TRINIDAD A. TAGLE, Ph.D.
Public Schools District Supervisor

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

Subject: DESIGNATION ORDER

In the exigency of service due to the attendance of Edizer S. Laqueo, Principal III of Sucat Elementary School Main **to the 2026 Palarong Pambansa on May 22 to 31, 2026 at Properidad City, Agusan Del Sur**, you are hereby **designated as Officer-In-Charge, Office of the School Principal**, of Sucat Elementary School Main on the abovementioned dates.

As Officer-In-Charge, you have the authority to assume the power, duties, responsibilities, and accountabilities attached to the position, except in financial matters.

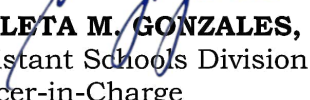
You are directed to write a short narrative report on the activities taken during your term as Officer-In-Charge on the above-mentioned dates.

Please be guided accordingly.

Conforme:

ADA TRINIDAD A. TAGLE, Ph.D.
Public Schools District Supervisor

Noted by:


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

NUM-2026-220



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