



Republic of the Philippines  
Department of Education  
NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division  
Superintendent

September 15, 2026

MEMORANDUM

To : Assistant Schools Division Superintendent  
Chief Education Supervisors (CID and SGOD)  
Administrative Officer V  
Public Schools District Supervisors  
Education Program Supervisors  
Public and Private 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 **BUDGET PLANNING OF DIVISION OFFICE FOR STRATEGIC PRIME USE OF PROPOSED NEP 2027** on September 15-16, 2026, in Nagcarlan Forest Resort, Laguna, Atty. **Erness Faith Regacho-Espanto**, Attorney III, Legal Unit, is designated as Officer-in-Charge on September 16, 2026, so as not to hamper the services of the Division.

2. She shall sign pertinent documents as:

Atty. Erness Faith Regacho-Espanto  
Attorney III  
Officer-in-Charge

3. For information and guidance.

  
**VIOLETA M. GONZALES CESO VI**  
Schools Division Superintendent