



Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF NUEVA VIZCAYA

21 October 2024

DIVISION MEMORANDUM
No. **458**, s. 2024

**OFFICER-IN-CHARGE OF DIFFERENT FUNCTIONAL DIVISIONS OF SDO
NUEVA VIZCAYA FROM OCTOBER 21, 2024 – OCTOBER 25, 2024**

To: OIC-Assistant Schools Division Superintendent
CID and SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors/District-In-Charge
Administrative Officer V
Elementary and Secondary School Heads
All Others Concerned

1. Relative to the conduct of the **SDO-NV Gender and Development (GAD) Activity cum Division Education Development Plan (DEDP) Review and Finalization of Contingency Plan** on October 21-25, 2024 at Santiago Cove, Santiago, Ilocos Sur, this office would like to inform the field of the following Officer-In-Charge of the different functional divisions of this office to wit:

Division	Officer-In-Charge
Curriculum Implementation Division (CID)	DINDO JOHN H. MORENO PHD Education Program Supervisor
School Governance and Operations Division (SGOD)	ROSCOE N. GACUSANA Senior Education Program Specialist
Office of the Schools Division Superintendent (OSDS)	PRINCES C. AQUITANIA Administrative Officer IV (Personnel)

2. They are to make sure that the operations of the different units of the division will continue while the other personnel are on official business by performing the following duties and responsibilities:
 - Oversee the overall operations of the functional division
 - Sign outgoing communication letters
3. For information, guidance and wide dissemination.



ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent



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