




Republic of the Philippines
DEPARTMENT OF EDUCATION
Region IV-A, CALABARZON
CITY SCHOOLS DIVISION OF CABUYAO



DIVISION MEMORANDUM
NO. 107 s. 2017

TO : OIC – Chief School Governance and Operations Division
OIC – Chief Curriculum Implementation Division
Principal-In-Charge of the Districts
Public and Private Elementary, Secondary and Senior High
School Heads
All others concerned

FROM : 
DORIS DJ/ESTALILLA
OIC – Office of the Schools Division Superintendent

SUBJECT: DESIGNATION OF OFFICER-IN-CHARGE AT THE OFFICE
OF THE ASSISTANT SCHOOLS DIVISION
SUPERINTENDENT (ASDS)

DATE : October 20, 2017

1. This Office informs the field of the designation of **DR. ELVIRA B. CATANGAY** as Officer-In-Charge, Office of the Assistant Schools Division Superintendent of the City Schools Division of Cabuyao effective October 10, 2017.

2. In view hereof, she shall sign and bear the name on official communications, correspondence and documents as follows:

ELVIRA B. CATANGAY
Officer-In-Charge
Office of the Assistant Schools Division Superintendent

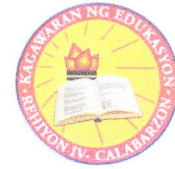
3. Enclosed are copies of the unnumbered Memorandum dated August 22, 2017 signed by Secretary Leonor M. Briones relative to the Designation Order of Dr. Catangay and Regional Memorandum No. 524 s. 2017 dated October 9, 2017 signed by Director Diosdado M. San Antonio.

4. It is expected that due courtesy and cooperation of all schools shall be extended to her.

5. Immediate and wide dissemination of this Memorandum is desired.



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
Gate 2, Karangalan Village, Cainta Rizal



DEPED-4A-RM-08-17- 524

MEMORANDUM

TO : **ELVIRA B. CATANGAY**
Public Schools District Supervisor
Division of Cabuyao City

THRU : **DORIS DJ. ESTALILLA**
Officer-in-Charge
Office of the Schools Division Superintendent
Division of Cabuyao City

FROM : **DIOSDADO M. SAN ANTONIO**
Director IV

SUBJECT : **DESIGNATION ORDER**

DATE : October 9, 2017

This is to advise you of your designation as Officer-in-Charge of the Office of the Assistant Schools Division Superintendent (OIC-ASDS) in the Division of Cabuyao City, this Region, effective immediately. A copy of the Designation Order dated August 22, 2017 duly signed by the Honorable Secretary Leonor Magtolis Briones is hereto attached.

You may report to your new place of assignment after you have been cleared of all accountabilities and a report of your first day of service should be submitted to this Office.

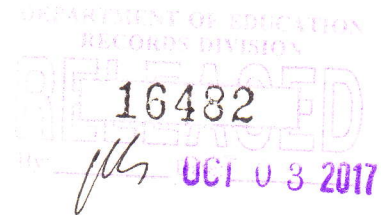
Please be guided accordingly.





Republic of the Philippines
Department of Education

Tanggapan ng Kalihim
Office of the Secretary



MEMORANDUM

To : **Dr. ELVIRA B. CATANGAY**
Public Schools District Supervisor
Division of Cabuyao City
Thru the Regional Director
DepEd Region No. IV-A
Karangalan ES, Karangalan Village
Cainta, Rizal

Subject: Designation Order

Date : 22 August 2017

In the exigency of the service, you are hereby designated as Officer-In-Charge of the Office of the Assistant Schools Division Superintendent (OIC-ASDS) in the Division of Cabuyao City, effective immediately.

As Officer-In-Charge, you are entitled to the representation and transportation allowances (RATA), except the salary of the position.

Please be guided accordingly.


LEONOR MAGTOLIS BRIONES
Secretary