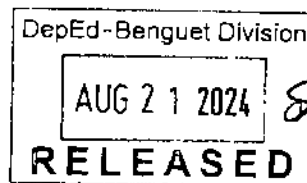




Republic of the Philippines
Department of Education
Schools Division of Benguet

DIVISION MEMORANDUM

285, s. 2024



TO: **ATTY. NOVER B. SINGGANGAN, JR.**
Attorney III
Office of the Schools Division Superintendent

SUBJECT: Designation as Officer-In-Charge

DATE: August 21, 2024

In the absence of the Schools Division Superintendent and the Assistant Schools Division Superintendent who are on-Leave and on-Travel (Official Time) respectively, you are hereby designated as Officer-In-Charge of the Division on August 22, 2024. As such, you are authorized to sign communications, memoranda, and other reports. You are also expected to perform routine duties except concerning policy matters, promotion, and signing of vouchers and checks.

SALLY L. BANAKEN-ULLALIM, CESO V
Schools Division Superintendent

FOR THE SDS:

SAMUEL T. EGSAEN JR. EdD, CESO VI
Assistant Schools Division Superintendent