



26-08523

Republic of the Philippines
Department of Education
REGION XI

SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

February 11, 2026

DIVISION MEMORANDUM
No. 0066, s. 2026

DELEGATION OF SIGNATORIES FOR SELECTED DOCUMENTS

To: Eduard C. Amoguis, EdD - Chief Education Supervisor, CID
Marlon G. Ebrado -Chief Education Supervisor, SGOD
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads

1. This Memorandum delegates authority to **Dr. Eduard C. Amoguis**, CID Chief, to act as signatory for specific documents during the temporary absence of SDO top management, effective February 10, 2026. This arrangement shall remain in effect for three (3) months or until the SDO top management returns to duty, whichever comes first.
2. Dr. Amoguis is authorized to sign as follows: As "**APPROVED**" on the Leave forms of teachers and school heads, and division personnel staff, Daily Time Records (DTRs) of teachers, school heads, and division personnel staff and as "**RECOMMENDING APPROVAL**": for Travel Authority of school heads and division personnel.
3. All concerned offices and personnel are directed to submit the aforementioned documents to the CID Office for processing and signature by Dr. Eduard C. Amoguis during the transition period.
4. This delegation takes effect on February 10, 2026, and shall cease upon the return of SDO top management or after three months, whichever occurs earlier. A separate memorandum shall be issued to formally terminate this arrangement.

REBONFAMIL R. BAGUIO
Assistant Regional Director
Concurrent, Officer-in-Charge
Office of the Schools Division Superintendent



CID/eca
Fr: CID Chief signatory

