



Republic of the Philippines
Department of Education
REGION XI

SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

OFFICE MEMORANDUM

OSDS-2023-0229

To: Rebecca C. Sagot CESO VI-Assistant Schools Division Superintendent
Eduard C. Amoguis, EdD- Chief, Curriculum Implementation Division
Ramil M. Pilo- Chief, Schools Governance and Operation
Rosalinda N. Dionio- Administrative Officer V

Subject: **DESIGNATION ORDER TO TAKE OVER THE TASKS AND
WORKLOADS of the ASSISTANT SCHOOLS DIVISION
SUPERINTENDENT**

Date: June 29, 2023

1. In view of the approved application for vacation leave of **Rebecca C. Sagot, Assistant Schools Division Superintendent**, this division, you are hereby designated to assume the workloads and other tasks of ASDS Sagot to wit:

| | |
|------------------------------|-------------------------|
| RAMEL M. PILO, Chief-SGOD | -BAC-related tasks |
| ROSALINDA N. DIONIO, AO V | -HRM-PSB related tasks |
| EDUARD C. AMOGUIS, Chief CID | -Other called for tasks |

2. The leave shall take effect on August 7-11, 2023 and August 14-18, 2023 which shall be spent both in-country and abroad.
3. ASDS Sagot shall have her communication lines open for possible consultation even during her leave of absence. It is expected that she shall also be informed of the updates relative to the delegated tasks.
4. For the information, guidance and compliance of all concerned.




REYNALDO B. MELLORIDA, CESO V
Schools Division Superintendent

