



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF LUCENA CITY

SDO LUCENA CITY
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RELEASED
minda 11/6/25
11:14am

DESIGNATION ORDER
2025-PER-019

TO : **KARINA R. BAUTISTA**
Education Program Supervisor

FROM : **SUSAN DL. ORIBIANA**
Schools Division Superintendent

SUBJECT : **DESIGNATION ORDER AS OFFICER-IN-CHARGE OF THE SCHOOL GOVERNANCE AND OPERATIONS DIVISION**

DATE : January 13, 2025

1. In the absence of the SGOD Chief, you are hereby designated as Officer-In-Charge of the **School Governance and Operations Division** effective January 13-17, 2025 to read communications and sign various documents.
2. You are expected to perform the duties and responsibilities attached to your designation and such other related functions as may be assigned until such time this designation order is rescinded.
3. Immediate dissemination of and strict compliance with this Order is directed.

Concurred:

KARINA R. BAUTISTA
Education Program Supervisor