



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

July 25, 2025

**OFFICE MEMORANDUM**

AD- 2025 **371**

**DESIGNATION AS OFFICE-IN-CHARGE OF THE ADMINISTRATIVE  
DIVISION**

To: **Ms. EVA D. ROSALES**  
Administrative Officer V  
Administrative Division-PS

1. In view of the official travel of **Rosemarie M. Guino**, Chief of Administrative Division, you are hereby designated as Office-In-Charge of the Administrative Division on **July 30, 2025**.
2. As the OIC of Administrative Division, you are authorized to perform the functions of the Chief Education Supervisor, which are routinary in nature to ensure the continuous operation and uninterrupted services of the office.
3. For guidance and compliance.

  
**EVELYN R. FETALVERO, CESO III**  
Regional Director

AD-AAC

