



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

July 03, 2025

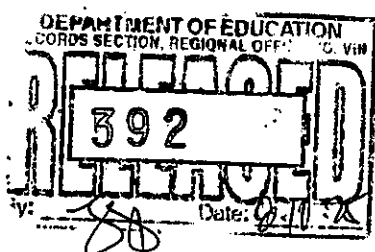
OFFICE MEMORANDUM

AD- 2025 392

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

To: **Ms. ELIZABETH E. CABOBOY**
 Supervising Administrative Officer
 Administrative Division

1. In view of the official travel of **Ms. Rosemarie M. Guino**, Chief, Administrative Officer , you are hereby designated as Office-In-Charge of the Administrative Division on **August 11-12, 2025**.
2. As the OIC of Administrative Division , you are authorized to perform the functions of the Chief of Administrative Division , which are routinary in nature to ensure the continuous operation and uninterrupted services of the office.
3. For guidance and compliance.



RONEL AL K. FIRMO, CESO IV
 Assistant Regional Director

AD-AAC