



Republic of the Philippines
Department of Education
REGION IX
SCHOOLS DIVISION OF ZAMBOANGA SIBUGAY

DepEd, Division of Zamboanga Sibugay	
NO: <u>016008</u>	TIME: <u>3:47</u>
BY: _____	DATE: <u>MAY 05 2025</u>
RELEASED	

May 5, 2025

CID OFFICE MEMORANDUM

No. 007 s. 2025

OFFICER-IN-CHARGE OF THE CURRICULUM IMPLEMENTATION DIVISION

TO: **LILIAN C. DAMASO**
Education Program Supervisor
This Division

1. Due to the scheduled travel of Mrs. Evelyn F. Importante, CID Chief, ES, you are hereby designated as Officer-in-Charge of the Curriculum Implementation Division on May 6-9, 2025.
2. You shall therefore discharge the functions inherent to your designation and sign in the following selected documents, to wit:
 - a. Travel Reimbursement
 - b. DTR and Accomplishment Report
 - c. Application for Leave
 - d. Disbursement Voucher
 - e. ORS; and
 - f. Other documents
3. Prepares and submits reports as needed and represent the CID Chief ES to any official functions such as meetings and conferences.
4. For your information and guidance.

VIRGILIO P. BATAN JR., CESO V
Schools Division Superintendent *PM*

ZS-OM-CID-2025-05-05
EFI20250505



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