



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

DepEd, Division of Zamboanga Sibugay	
RECORD SECTION	
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BY: [Signature]	DATE: OCT 16 2025
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October 16, 2025

CID OFFICE MEMORANDUM

No 014s. 2025

OFFICER-IN-CHARGE OF THE CURRICULUM IMPLEMENTATION DIVISION

TO: **GINA I. LIHAO**
Education Program Supervisor
This Division

1. In the view of the official travel of the CID Chief and in the exigency of service, you are hereby designated as Officer-in-Charge of the Office of the Curriculum Implementation Division today, October 16, 2025, until upon his return. You are expected to supervise the office operations, attend meetings, training, and other activities called for by the Office that require the presence of the Division Chief.
2. In performing your functions as an Officer-in-Charge, please be guided by the following basic legal principles:
 2. 1. The act of the agent (Officer-in-Charge) is the act of the principal.
 2. 2. The agent's act beyond his authority is not deemed the principal's act. Therefore, not binding, and the agent shall be personally accountable or liable.
3. Please be guided accordingly.

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

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