



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

DepEd, Division of Zamboanga Sibugay	
<b>RECORD SECTION</b>	
NO: 777894	TIME: 2:12 PM
BY: _____	DATE: OCT 20 2025
<b>RELEASED</b>	

October 20, 2025

**CID OFFICE MEMORANDUM**

No 016s. 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 21, 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.

**VIRGIO P. BATAN JR., CESO V**  
Schools Division Superintendent

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