



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

DepEd, Division of Zamboanga Sibugay	
<b>RECORD SECTION</b>	
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BY: <i>[Signature]</i>	DATE: <b>30 MAR 2026</b>
<b>RELEASED</b>	

**Office of the Schools Division  
 Superintendent**

March 30, 2026

**CID OFFICE MEMORANDUM**

No. 008, s. 2026

**OFFICER-IN-CHARGE OF THE CURRICULUM IMPLEMENTATION DIVISION**

To: **IRENE JEE A. CASTRO**  
 Librarian II  
 This Division

1. In 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 on **March 30-31, 2026**, until 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 VI** *RLM*  
 Schools Division Superintendent *[Signature]*

For the Schools Division Superintendent

**ATTY. CHRISTINE JOYCE S. PACO**  
 Attorney III-Legal Officer  
 In-Charge of Office

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