



Republic of the Philippines  
**Department of Education**  
REGION IX  
SCHOOLS DIVISION OF DAPITAN CITY

DIVISION MEMORANDUM  
NO. 123 S. 2021

To: OIC-Assistant Schools Division Superintendent  
Chief, Curriculum Implementation Division  
Chief, Schools Governance & Operations Division  
Education Program Supervisors/ PSDS/ PICD's  
Section/Unit Heads  
School Heads, Elementary and Secondary Schools

From: **JUDITH V. ROMAGUERA**  
Assistant Schools Division Superintendent  
Office in Charge  
Office of the Schools Division Superintendent

Subject: SUCCESSION MATRIX

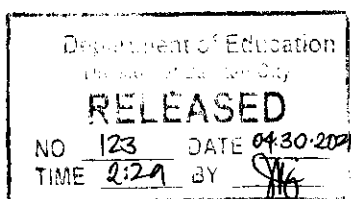
Date: April 30, 2021

In compliance with the ISO Standards and in the best interest of public service to ensure effective and efficient delivery of public service, please be guided of the Succession Plan to be implemented immediately when the undersign is/are out due to official travel, leave of absence and attendance to activities outside the office, to wit:

1	JUDITH V. ROMAGUERA Assistant Schools Division Superintendent Office in Charge Office of the Schools Division Superintendent	OLIVER B. TALAOC, EdD OIC - Assistant Schools Division Superintendent
2	OLIVER B. TALAOC, EdD OIC - Assistant Schools Division Superintendent	SHERLITO E. SAGAPSAPAN Chief, Schools Governance & Operations Division
3	SHERLITO E. SAGAPSAPAN Chief, Schools Governance & Operations Division	ELLA GRACE M. TAGUPA, EdD Chief, Curriculum Implementation Division
4	ELLA GRACE M. TAGUPA, EdD Chief, Curriculum Implementation Division	GEORDITO T. OLARIO Administration Officer V

The assigned alternates shall take charge of the office and act on routine matters and any matters that need decision shall be referred to the Schools Division Superintendent.

For guidance and compliance.



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