



Republic of the Philippines  
**Department of Education**  
Region VI – Western Visayas  
**SCHOOLS DIVISION OF CAPIZ**

07 July 2023

DIVISION MEMORANDUM  
NO. **315** s. 2023

**DESIGNATION OF OFFICER-IN-CHARGE OF THE OFFICE OF THE CHIEF  
EDUCATION SUPERVISOR OF THE SCHOOL GOVERNANCE  
AND OPERATIONS DIVISION (SGOD)**

To: OIC, Office of the Assistant Schools Division Superintendent  
Chief Education Supervisors  
Curriculum Implementation Division  
School Governance and Operations Division  
Public Schools District Supervisors  
Heads of Public Elementary, Secondary and Integrated Schools  
All Others Concerned

1. This office announces the designation of **Edna B. Azcarraga PhD**, Education Program Supervisor as Officer-In-Charge of the Office of the Chief Education Supervisor of the School Governance and Operations Division (SGOD) **effective July 6, 2023**.
2. She will be addressed and sign official communications/documents in this manner:

**EDNA B. AZCARRAGA PhD**  
Education Program Supervisor  
Officer-In-Charge, Office of the Chief Education Supervisor  
School Governance and Operations Division

2. Immediate dissemination of this Memorandum is desired.

  
**MIGUEL MAC D. APOSIN EdD, CESO V**  
Schools Division Superintendent

Encl.: As stated  
Reference: None  
To be indicated in the Perpetual Index  
under the following subjects:

POSITIONS  
ORGANIZATION

ASSIGNMENT/REASSIGNMENT



**Address:** Banica, Roxas City  
**Contact Number:** (036) 6518 456 / 0968 869 5867  
**Email Address:** [capiz@deped.gov.ph](mailto:capiz@deped.gov.ph)  
**Website:** <https://depedcapiz.ph>