



January 14, 2019

**DIVISION MEMORANDUM**

No. 014, s. 2019

**DESIGNATION OF RESPONSIBLE PERSON FOR OFFICIAL TRANSACTION WITH THE PROVINCIAL GOVERNMENT OF CAVITE**

TO: Assistant Schools Division Superintendent  
Chiefs, CID/SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary/ Secondary School Heads  
Division Office Personnel  
All Concerned

1. This is to inform the field of the following personnel who are solely responsible and authorized to transact with the Provincial Government of Cavite regarding SEF concerns:

NAME	POSITION/ DESIGNATION
Cherrylou D. Repia	Schools Division Superintendent
Elias A. Alicaya Jr.	OIC-Assistant Schools Division Superintendent
Ivan Brian L. Inductivo	OIC-Assistant Schools Division Superintendent
Kristine G. Dela Rosa	Project Development Officer I
Marionito M. Nuestro	Liaison Officer

2. Transactions initiated by other personnel not included in the above list, unless bearing a letter of endorsement by the Schools Division Superintendent, shall be regarded unofficial.
3. Immediate and widest dissemination of this Memorandum is earnestly desired.

  
CHERRYLOU D. REPIA  
Schools Division Superintendent