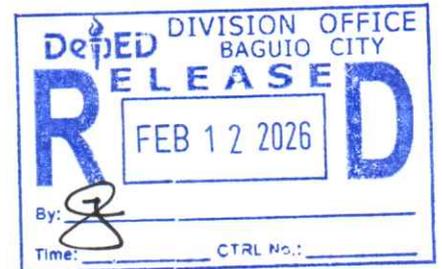




Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
SCHOOLS DIVISION OF BAGUIO CITY



February 12, 2026

OFFICE MEMORANDUM

013, 2026

**DESIGNATION AS SPECIAL DISBURSING OFFICER**

TO: **AUGIE PEARL A. SIMANGAN**  
Project Development Officer I

1. In addition to your duties as Project Development Officer I at the School Governance and Operations Division, you are hereby designated as the **Special Disbursing Officer** of the Schools Division, effective immediately.
2. As the Special Disbursing Officer, you shall be responsible for the following functions:
  - a. Serving as the alternate disbursing officer, particularly for cash advances;
  - b. Performing other functions related to the disbursement of funds as directed by the appropriate authorities or regulations.
3. This designation is without additional compensation but provides an opportunity to further develop your interpersonal skills.

**SORAYA T. FACULO PhD, CESO** ✓  
Schools Division Superintendent

OSDS/AS/nde

