



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

OCT 15 2025

OFFICE MEMORANDUM

No. 050 s. 2025

FROM : **SCHOOLS DIVISION SUPERINTENDENT**

TO : **FORMAL INVESTIGATION COMMITTEE (FIC)
CHAIRMAN & MEMBER**

SUBJECT : **TECHNICAL ASSISTANCE IN THE CONDUCT OF FORMAL
INVESTIGATION**

DATE : **October 14, 2025**

1. In relation to the conduct of a Formal Investigation the legal Unit will provide technical assistance to the following members of the Formal Investigation Committee:
 - Ruel D. Lingad - Public Schools District Supervisor, Dinalupihan East District
 - Elma P. Dizon - Public Schools District Supervisor, Samal District
 - Francisco B. Bautista - Public Schools District Supervisor, Limay District
 - Minerva Rillo - Public Schools District Supervisor, Pilar District
 - Aurea P. Galaboc - Representative, Bataan Public School Teachers and Employees Association
2. The designated members of the Formal Investigation Committee are scheduled to attend a meeting on **October 20, 2025 at 10:00 AM**, to be held at the **ASDS Conference Room, 3rd Floor, SDO Bataan, Abucay, Bataan**.
3. All members are advised to come prepared with relevant documents and to observe proper decorum and confidentiality, in accordance with existing rules and regulations.
4. This memorandum shall serve as the travel order for the above-mentioned personnel.


CAROLINA S. VIOLETA, EdD, CESO V
Schools Division Superintendent