



Republic of the Philippines
Department of Education
Region VI - Western Visayas
SCHOOLS DIVISION OF SAGAY CITY

DEC 03 2024

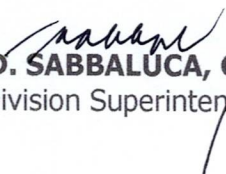
DIVISION MEMORANDUM

No. 7913, s. 2024

DESIGNATION OF VICE MAYOR AS ACTING CITY MAYOR

To: Assistant Schools Division Superintendent
Chief Education Supervisors – CID & SGOD
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. Enclosed is a copy of **Sagay City Executive Order 031-NJJR series of 2024** dated December 3, 2024 duly signed by City Mayor Narciso L. Javelosa, Jr., designating Vice Mayor Leo Rafael M. Cueva to be the Acting City Mayor for the duration of his Leave of Absence from December 3 up to December 8, 2024
2. Immediate and wide dissemination of this Memorandum is desired.


MARSETTE D. SABBALUCA, CESO VI
Schools Division Superintendent



Enclosure : As stated
Reference : As stated
Allotment : N/A
No. of Pages : _____

To be indicate in the **Perpetual Index** under the following subjects:

FN: NAbdon/ 12-3-24

(Enclosure No. 1 to Division Memorandum No. _____, s. 2024)





Republic of the Philippines
Province of Negros Occidental
City of Sagay
OFFICE OF THE CITY MAYOR

DEPARTMENT OF EDUCATION
DIVISION OF SAGAY CITY

RECEIVED

DEC 03 2024

TRACKING NO. RBC-29597

SIGNATURE AREA PRINTED NAME

EXECUTIVE ORDER

131-NJJR

Series of 2024

DESIGNATING VICE MAYOR LEO RAFAEL M. CUEVA AS ACTING CITY MAYOR OF THE CITY OF SAGAY FROM DECEMBER 3 UP TO DECEMBER 8, 2024.

WHEREAS, undersigned will be on Vacation Leave for a Personal Travel to Taipei, Taiwan from December 3 up to December 8, 2024;

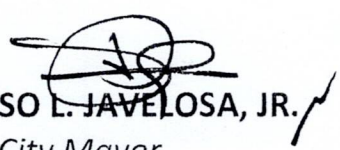
WHEREAS, it is necessary to ensure the smooth, effective and continuous operation of official functions, particularly on the efficient delivery of basic and social services;

WHEREAS, pursuant to the provisions of R.A. 7160 and Article 53 of its implementing rules, the Vice Mayor shall assume the functions of the City Mayor for the duration of the latter's vacation leave.

NOW THEREFORE, I, NARCISO L. JAVELOSA, JR., City Mayor, by virtue of the powers in me vested by law, do hereby designate the City Vice-Mayor, **LEO RAFAEL M. CUEVA**, as Acting City Mayor for the duration of my leave from December 3 up to December 8, 2024 or upon my return whichever is earlier.

This Order shall take effect on the 3rd day of December, 2024.

DONE this 28th day of November, 2024 at the City Hall, Sagay City, Negros Occidental, Philippines.


NARCISO L. JAVELOSA, JR.
City Mayor

c.c.

- The Provincial Governor
Province of Negros Occidental
- All Concerned
- File