



DEPARTMENT OF EDUCATION
Region X-Northern Mindanao
DIVISION OF MALAYBALAY CITY

Corner Don Carlos-Guingona St., City of Malaybalay
Contact Numbers: 813-2894, 221-4197
Email Address: depedmalaybalay@gmail.com Official website: www.depedmalaybalay.net



November 22, 2013

DIVISION ADVISORY

**DESIGNATION OF HON. ROLAND F. DETICIO, CITY VICE-MAYOR
AS OFFICER-IN-CHARGE OF THE OFFICE OF THE CITY MAYOR
(ADMINISTRATIVE ORDER NO. 31, s. 2013)**

TO : **Promotional Staff**
Public Schools District Supervisors
Elementary and Secondary School Heads
Section Heads
All Others Concerned

176
Deped-MALAYBALAY CITY DIVISION
RELEASED

Date: 11/21/13 Time: 4:25 PM
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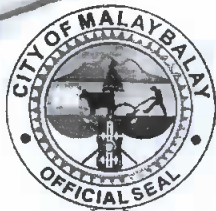
1. Pursuant to the herein Administrative Order No. 31, s. 2013 of the City Government of Malaybalay, this Office hereby disseminates the designation of Hon. Roland F. Deticio, City Vice-Mayor, as Officer-In-Charge of the Office of the City Mayor effective November 21, 2013 until his return.
2. As such, he is authorize to sign for and in behalf routine requisitions, correspondences, payrolls, vouchers, business permits, leave of absences, purchase orders, annual and supplemental procurement plans, checks, certifications, authorizations and other ordinary matters that would ensure the smooth function of the office.
3. For information and guidance.

[Signature]
EDILBERTO L. OPLENARIA
Schools Division Superintendent

Encl.:
As stated

Copy furnished:
Records Section

TO BE POSTED IN THE DIVISION WEBSITE



Republic of the Philippines
Province of Bukidnon
CITY OF MALAYBALAY

CM Recto Street
Phone (088) 8132744 / (088) 2212267
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2013-2123
Department of City Administration
RECEIVED

OFFICE OF THE CITY MAYOR

Date: 11-21-13 Time: 8:28AM
By: [Signature]

ADMINISTRATIVE ORDER 31

Series of 2013

**DESIGNATING HON. ROLAND F. DETICIO CITY VICE MAYOR AS OFFICER -IN-
CHARGE OF THE OFFICE OF THE CITY MAYOR**

To ensure that office functions will continue and public service goes uninterrupted during my absence on November 21, 2013 until my return. I am designating Hon. Roland F. Deticio, City Vice Mayor as Officer-In-Charge, to take over the duration of my absence. I hereby authorize Hon. Roland F. Deticio to sign for and in behalf routine Requisitions, Correspondences, Payrolls, Vouchers, Business Permits, Leave of Absences, Purchase Orders, Checks, Annual and Supplemental Procurement Plans, Certifications, Authorizations and other ordinary matters that would ensure the smooth function of the office.

Upon my return, Hon. Roland F. Deticio shall report to me such transactions and events that require my attention as Local Chief Executive of the City Government.

Done in the City of Malaybalay, Bukidnon, this 19th day of November 2013.

IGNACIO W. ZUBIRI
City Mayor