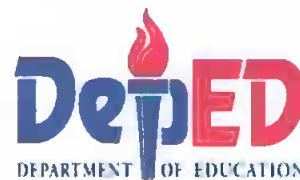




Republic of the Philippines
 Department of Education
Region X
DIVISION OF MALAYBALAY CITY
 Corner Don Carlos and Guingona Sts.,
 City of Malaybalay
 Telefax # 088-813-2894 or 221-4597



MEMORANDUM

115
 Deped-MALAYBALAY CITY DIVISION
RELEASED

Date: 9/10/13 Time: 4:45 PM
 By: [Signature]

To : JUTCHEL L. NAYRA
Administrative Officer V

From : Schools Division Superintendent
This Division

Date : September 10, 2013

In view of my attendance to attend the **6th Regional MANCOM at RELC, Lapanan, Cagayan de Oro City on September 11, 2013**. You are hereby designated as Officer In Charge, Office of the Schools Division Superintendent.

You shall represent the undersigned in meetings which calls for his presence. You shall act on routine matters of the SDS's Office. Matters which need policy-determining decisions should be held in abeyance until September 11, 2013.

Your designation will take effect on **September 11, 2013**

For information, guidance and compliance.

[Signature]
EDILBERTO L. OPLENARIA
 OIC-Schools Division Superintendent