

125
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By: *[Signature]*



DEPARTMENT OF EDUCATION
Region X-Northern Mindanao

DIVISION OF MALAYBALAY CITY

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To: All Education Program Supervisors
Division Coordinators and Unit Heads
All Public Schools District Supervisors
Elementary and Secondary School Heads
This Division

From: *[Signature]*
PARISO L. ORONG
OIC to the Office of the Schools Division Superintendent

Date: November 14, 2013

Re: Addendum to the 7th Division MANCOM

In view of the 7th Division MANCOM which was scheduled November 18 – 19, 2013 it is informed that it will be held at Roberto's Place, Casisang, Malaybalay City.

Further, all **non teaching permanent employees in the division** are enjoined to attend the said activity **on the first day only**.

For guidance and compliance.