



DEPARTMENT OF EDUCATION
Region X- Northern Mindanao



DIVISION OF MALAYBALAY CITY

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DIVISION MEMORANDUM

No. 128, Series of 2014

To : Education Program Supervisors/ Division Coordinators
Public School District Supervisors
Division Unit Heads
This Division

FROM : *[Signature]*
EDILBERTO L. OPLENARIA
Schools Division Superintendent^N

DATE : August 4, 2014

SUBJECT: **201 File Assessments**

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Deped-MALAYBALAY CITY DIVISION
RELEASED
Date: 8/5/14 Time: 9:09AM
[Signature]

Per Deped Regional Office X Fax Message for Transmission received by this Office last July 17, 2014 re- **PRIME-HRM ASSESSMENT** to be conducted by the CSC Regional Office Team in this Division on August 28-29, 2014. One of the key areas to be checked was the 201 files of all teaching and non-teaching personnel in this Division.

In this connection, School Heads and School Principals of the following Districts are hereby instructed to report to this Division particularly at Record Section to check and assess completeness of 201 Files.

Further, please see Ms. Benjamin Macario, Ellen Delante and Ana Belen Muring the Focal Persons for instruction.

Schedule Day	District Office Concerned
August 6, 2014 - Wednesday (Morning) (Afternoon)	Malaybalay City Central District malay balay City East District
August 7, 2014 - Thursday (Morning) (Afternoon)	Malaybalay City West District Malaybalay City North District
August 8, 2014 - Friday (Morning) (Afternoon)	Malaybalay City ^{Far} East District ✓ Malaybalay City South District ✓

For your guidance and compliance