



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

Casisang., City of Malaybalay
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DIVISION MEMORANDUM

No. 385 s. 2014

368
MALAYBALAY CITY DIVISION
RELEASED

re: 12-18-14 Time: 4:30
Shirley O. Chatto

To : Education Program Supervisors
Public Schools District Supervisors
Elementary School Heads

From: *Edilberto L. Oplenaria*
EDILBERTO L. OPLENARIA
Schools Division Superintendent

Date: December 18, 2014

Re : Reiteration of Division Memorandum No. 341 s. 2014 re: Mass Production of
Supply and Delivery of Grade 1 to Grade 3 Teacher's Kits (Science and
Mathematics Equipment to Public Elementary Schools

Pursuant to the letter received from the OIC to the Office of the Regional Director, Atty. Shirley O. Chatto this office issued Division Memorandum No. 385 s. 2014 which requested the submission of the accomplished signature forms of the respective recipient schools of the Grade 1 to Grade 3 Teacher's Kits (Science and Mathematics Equipment) using the attached form to be submitted to this office Attn.: ANALY L. OCIER, EPS in Science on or before November 20, 2014 .

However, the following schools failed to submit thus this office calls for the urgent submission of the said document on or before **December 22, 2014**.

NORTH DISTRICT

1. Baganao Elementary School
2. Can ayan Integrated School
3. Dalwangan Elementary School
4. Kalasungay Elementary School
5. Manalog Elementary School

SOUTH DISTRICT

1. Bendolan Elementary School
2. Dapulan Elementary School
3. Macote Elementary School
4. Simaya Elementary School

WEST DISTRICT

1. Casisang Elementary School
2. Laguitas Elementary School
3. Magasaysay Elementary School
4. Mapayag Elementary School
5. San Jose Elementary School

EAST DISTRICT

1. Dumayas Elementary School
2. Langasihang Elementary School
3. Maligaya Elementary School
4. Managok Elementary School
5. Matangpatang Elementary School
6. Paiwaig Elementary School

FAR EAST DISTRICT

1. Busdi Elementary School
2. Caburacanan Elementary School
3. Indalasa Elementary School
4. Kibalabag Elementary School
5. Kulaman Elementary School
6. Mapulo Elementary School
7. Silae Elementary School
8. St. Peter Elementary School
9. Sta. Ana Primary School
10. Tuburan Primary School
11. Zamboanguita Elementary School

CENTRAL DISTRICT

1. Imbayao Elementary School
2. Malaybalay City Central School

For your information and appropriate action.

(Sample Form)

School Letterhead

RAUL C. LA ROSA
Director III
National Science Teaching Instrumentation Center
Department of Education

Please be informed that the pictures, signature/s and other data appearing below are from the duly accountable officer/s of this School and they are authorized to receive the delivered equipment under the project: **Mass Production and Supply and Delivery of G1 to G3 Teacher's Kits (Science and Mathematics Equipment) to 31,969 Public Elementary Schools, to wit:**

School Head	Assistant School Head	Supply Officer (SO) /Acting SO	Alternate Signatory
<i>(Paste Passport Size Picture with Signature at the back)</i>	<i>(Paste Passport Size Picture with Signature at the back)</i>	<i>(Paste Passport Size Picture with Signature at the back)</i>	<i>(Paste Passport Size Picture with Signature at the back)</i>
_____ <i>(Signature over Printed Name)</i> _____ <i>(Position Title)</i>	_____ <i>(Signature over Printed Name)</i> _____ <i>(Position Title)</i>	_____ <i>(Signature over Printed Name)</i> _____ <i>(Position Title)</i>	_____ <i>(Signature over Printed Name)</i> _____ <i>(Position Title)</i>
Contact Numbers: 1.0 _____ 2.0 _____	Contact Numbers: 1.0 _____ 2.0 _____	Contact Numbers: 1.0 _____ 2.0 _____	Contact Numbers: 1.0 _____ 2.0 _____

Prepared By:

Verified Correct:

(Signature over Printed Name)

(Print Position Title of School Head)

(Signature over Printed Name)
School Division Superintendent
Division of _____