



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

Corner Don Carlos and Guingona Sts., City of Malaybalay
Telefax # 088-813-2894 or 221-4597



MEMORANDUM

022
DepEd-MALAYBALAY CITY DIVISION
RELEASED

Date: 6/3/14 Time: 3:03 PM
By: at Anabelle

To: **RALPH T. QUIROG**
Governance Chief Designate/
Education Program Supervisor in Social Studies

From: **Schools Division Superintendent**
This Division

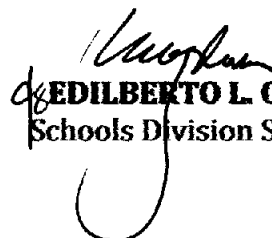
Date: **June 3, 2014**

In view of my attendance to attend the **Installation of Mr. Carlos G. Rara, School Monitoring on June 3, 1:00PM - June 4, 2014 at Zamboanguita Central School and the 4th Regional MANCOM Meeting at Regional Learning Center (RELC) Lapanan, Cagayan de Oro City on Thursday (June 5, 2014)**, 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 **June 5, 2014**.

Your designation will take effect on **June 3, 2014, 1:00PM**.

For information, guidance and compliance.


EDILBERTO L. OPLENARIA
Schools Division Superintendent