



Republic of the Philippines
Department of Education



Region X
DIVISION OF MALAYBALAY CITY
Casisang, City of Malaybalay
Telefax # 088-813-2894 or 221-4597

MEMORANDUM

201
ed-MALAYBALAY CITY DIVISION
RELEASED

Date: 12/15/14 Time: 8:20 AM
[Signature]

To: **ANALY L. OCIER**
Education Program Supervisor

From: **Schools Division Superintendent**
This Division

Date: **December 9, 2014**

In view of my attendance to the **2014 Northern Mindanao Regional Athletic Association on December 13-20, 2014**, you are hereby designated as Officer-In-charge, Office of the Schools Division Superintendent.

You shall represent the undersigned in meetings which call 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 **December 19, 2014**.

Your designation will take effect on **December 15, 2014**.

For information, guidance and compliance.

[Signature]
EDILBERTO L. OPLENARIA
Schools Division Superintendent