



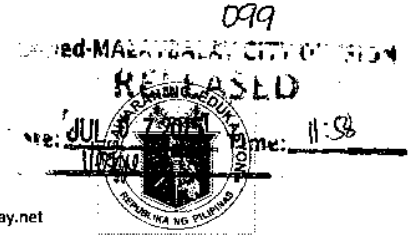
DEPARTMENT OF EDUCATION

Region X-Northern Mindanao

DIVISION OF MALAYBALAY CITY

Sayre Highway, Purok 6, Casisang., Malaybalay City

Email Address: depedmalaybalay@gmail.com; Official website: www.depedmalaybalay.net



July 3, 2015

. DIVISION ADVISORY

**DESIGNATION OF CARLITO R. JUAREZ AS OFFICER-IN-CHARGE OF THE
OFFICE OF THE CITY ACCOUNTANT**

**TO: Chief Education Supervisors and Staff (SGOD and CID)
School Heads (Elem. and Secondary)
Section/Unit Heads and Staff
All Others concerned**

**FROM: *Edilberto L. Oplenaria*
EDILBERTO L. OPLENARIA, CESO VI
Schools Division Superintendent**

3. For the information and guidance of all concerned, this office hereby disseminates the herein Administrative Order No. 13, series of 2015 re: Designation of **Carlito R. Juarez**, Assistant City Accountant, as Officer-In-Charge of the Office of the City Accountant effective July 1, 2015, which is self-explanatory.
4. For widest dissemination.

Encl:
As stated

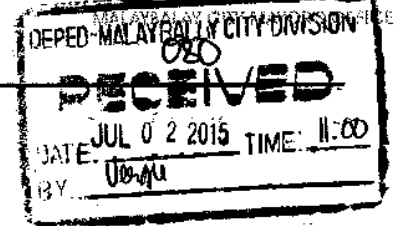
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Republic of the Philippines
Province of Bukidnon
CITY OF MALAYBALAY
CM Recto Street

OFFICE OF THE CITY MAYOR

ADMINISTRATIVE ORDER NO. 13
Series of 2015

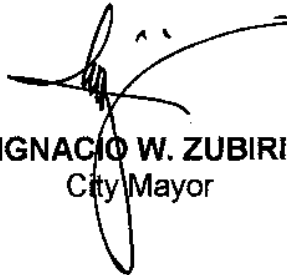


**DESIGNATING CARLITO R. JUAREZ AS OFFICER-IN-CHARGE
OF THE OFFICE OF THE CITY ACCOUNTANT**

In the exigency of service, I am designating **CARLITO R. JUAREZ**, Assistant City Accountant, as Officer-in-Charge of the Office of the City Accountant.

All functions undertaken by the Office and all additional assignments given will be under his supervision, control and responsibility. He shall be entitled to claim allowances that go with the performance of the functions, such as Representation and Travelling Allowance (RATA) and Communication Expenses.

This order shall take effect this 1st day of July 2015, and shall be effective until revoked.


IGNACIO W. ZUBIRI
City Mayor