



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

Sayre Highway, P6, Casisang, Malaybalay City, Bukidnon  
Telefax # 088-314-0094



285  
ed-MALAYBALAY CITY DIVISION  
**RELEASED**

APR 24 2015 Time: 4:47

**MEMORANDUM**

To: **LORENZO O. CAPACIO**  
Chief Education Supervisor (Governance)

From: **Schools Division Superintendent**  
This Division

Date: **April 24, 2015**

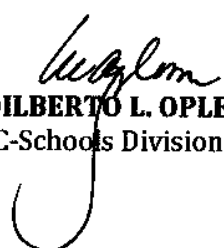
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In view of my Special Leave of Absence on April 27, 2015, you are hereby designated as Officer In-Charge, Office of the Schools Division Superintendent.

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 **April 27, 2015**.

Your designation will take effect on **April 27, 2015**.

For information, guidance and compliance.

  
**EDILBERTO L. OPLENARIA, CESO VI**  
OIC-Schools Division Superintendent

Copy furnished:

SDS  
Lorenzo O. Capacio  
Records Section