



DEPARTMENT OF EDUCATION
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY
Sayre Highway, P6, Casisang, Malaybalay City, Bukidnon
Telefax # 088-314-0894



MEMORANDUM

2015-11-314
Deped-MALAYBALAY CITY DIVISION
RELEASED
Date: NOV 20 2015 Time: 3:50
By: [Signature]

To: **LORENZO O. CAPACIO, Ed.D**
Chief Education Supervisor- SGOD

From: **Schools Division Superintendent**
This Division


Date: **November 20, 2015**

In view of my attendance for the Conduct of the Regional Monitoring, Evaluation and Plan Adjustment on Senior High School Program Implementation at Lapasan, Cagayan de Oro City, 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 **November 23, 2015**.

Your designation will take effect on **November 23, 2015**.

For information, guidance and compliance.


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

Copy furnished:

SDS
Records Section