



DEPARTMENT OF EDUCATION  
Region X- Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**  
Sayre Highway, P6, Casisang, Malaybalay City, Bukidnon  
Telefax # 088-314-0094



**MEMORANDUM**

2016-02-208  
DepEd-MALAYBALAY CITY DIVISION  
**RELEASED**  
Date: FEB 15 2016 Time: 10:40  
By: *[Signature]*

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

From: **Schools Division Superintendent**  
This Division

Date: **February 12, 2016**

---

In view of my attendance to the Training of the Schools Division Committee for Senior High School Hiring of Teachers on February 15-18, 2016 at NEAP Region XI, Davao City, you are hereby designated as Officer In-Charge, Office of the Schools Division Superintendent effective February 15 until February 16, 2016.

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 February 16, 2016.

For information, guidance and compliance.

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

Copy furnished:  
SDS  
Records Section