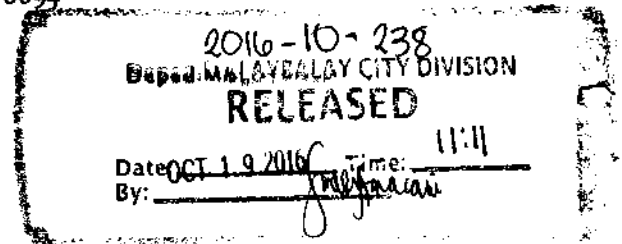




DEPARTMENT OF EDUCATION
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY
Sayre Highway, P6, Casisang, Malaybalay City, Bukidnon
Telefax # 088-314-0094



MEMORANDUM

To: **JUTCHEL L. NAYRA, DPA**
Administrative Officer V

From: **Schools Division Superintendent**
This Division

Date: **October 18, 2016**

In view of my official travel to Cagayan de Oro City on October 19-20, 2016, 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 **October 20, 2016**.

Your designation will take effect on **October 19, 2016**.

For information, guidance and compliance.

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

Copy furnished:
SDS
Records Section