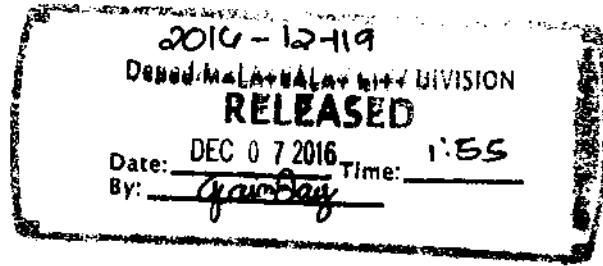




DEPARTMENT OF EDUCATION  
 Region X- Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**  
 Sayre Highway, P6, Casisang, Malaybalay City, Bukidnon  
 Telefax # 088-314-0094



**MEMORANDUM**

To: **RALPH T. QUIROG**  
 Chief Education Supervisor – CID

From: **Schools Division Superintendent**  
 This Division

Date: **December 7, 2016**

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In view of my attendance to the Budget Briefing on Circular Letter 2016-7 at DBM ROX, Bulua, Cagayan de Oro City on December 8, 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 **December 8, 2016**.

Your designation will take effect on **December 8, 2016**.

For information, guidance and compliance.

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

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 SDS  
 Records Section

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