



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

Sayre Highway, P6, Casisang, Malaybalay City, Bukidnon
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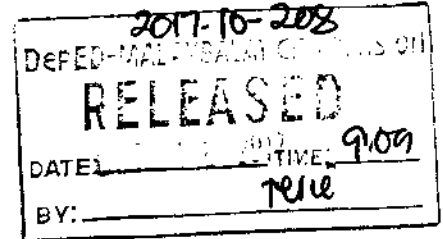


MEMORANDUM

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

From: **Schools Division Superintendent**
This Division

Date: **October 14, 2017**



In view of my attendance to the Boy Scout of the Philippines Advance Training Course for Leaders of Adults on October 16-21, 2017 at Cagayan de Oro City and the Emergency Conference on Budget Utilization and Programs Delivery on October 18, 2017 at Davao 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 **October 20, 2017**.

Your designation will take effect on **October 16, 2017**.

For information, guidance and compliance.


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

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SDS
Records Section