



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

Sayre Highway, P6, Casisang, Malaybalay City, Bukidnon  
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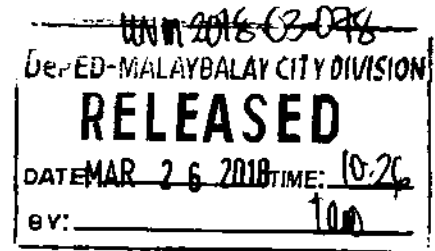


**MEMORANDUM**

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

From: **Schools Division Superintendent**  
This Division

Date: **March 23, 2018**



In view of my attendance to the Regional Performance Assessment Cum Regional Management Committee Meeting on March 26-27, 2018 at Mallberry Suites, 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 **March 27, 2018**

Your designation will take effect on **March 27, 2018**.

For information, guidance and compliance.

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

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SDS  
Records Section

To be posted in the website