

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

Corner Don Carlos-Guingona St., City of Malaybalay
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July 8, 2013

097
Deped-MALAYBALAY CITY DIVISION
RELEASED

Date: 7/4/13 Time: 11:42 AM
By: Ally Anubelle

DIVISION ADVISORY

**Dissemination of Administrative Order No. 17, s. 2013 re Designating
Mr. Herculano S. Ronolo City Administrator Designate as
Officer-In-Charge of the Office of the City Mayor**

TO : Education Program Supervisors-Designate and Division Coordinators-Designate
Public Schools District Supervisors
Elementary and Secondary School Principals
Section Heads and Staff
All Others Concerned

1. You are hereby provided copy of the herein Administrative Order No. 17, Series of 2013 re Designating Mr. Herculano S. Ronolo City Administrator-Designate as Officer-In-Charge of the Office of the City Mayor effective July 5, 2013, which is self-explanatory.
2. For information, guidance, and widest dissemination.


EDILBERTO L. OPLENARIA
OIC-Schools Division Superintendent

Encl.:
As stated

Copy furnished:
Records Section

To be posted in the Division Website



Republic of the Philippines
Province of Bukidnon
City of Malaybalay

OFFICE OF THE CITY MAYOR

Deped-MALAYBALAY CITY DIVISION
RECEIVED

ADMINISTRATIVE ORDER 17
Series of 2013

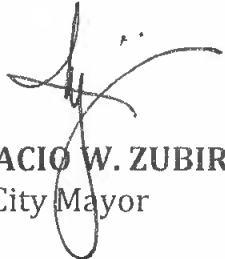
Date: 07 05 13 Time: 8: 47 am
By: [Signature]

**DESIGNATING MR. HERCULANO S. RONOLO CITY ADMINISTRATOR -
DESIGNATE AS OFFICER -IN-CHARGE OF THE OFFICE OF THE CITY MAYOR**

To ensure that office functions will continue and public service goes uninterrupted during my absence on July 5, 2013, I am designating Mr. Herculano S. Ronolo City Administrator-Designate as Officer-In-Charge, to take over the duration of my absence. I hereby authorize Mr. Herculano S. Ronolo to sign for and in behalf routine Requisitions, Correspondences, Payrolls, Vouchers, Business Permits, Leave of Absences, Purchase Orders, Annual and Supplemental Procurement Plans, Checks, Certifications, Authorizations and other ordinary matters that would ensure the smooth function of the office.

Upon my return, Mr. Herculano S. Ronolo shall report to me such transactions and events that require my attention as Local Chief Executive of the City Government.

Done in the City of Malaybalay, Bukidnon, this 4th day of July 2013.


IGNACIO W. ZUBIRI
City Mayor