



Republic of the Philippines
Department of Education
Region X
DIVISION OF MALAYBALAY CITY
Corner Don Carlos and Guingona Sts.,
City of Malaybalay
Telefax # 088-813-2894 or 221-4597



MEMORANDUM

2013-01-0215
Deped-MALAYBALAY CITY DIVISION
RELEASED

Date: 01/15/13 Time: 04:26 PM
By: [Signature]

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

From : Schools Division Superintendent
This Division

Date : January 15, 2013

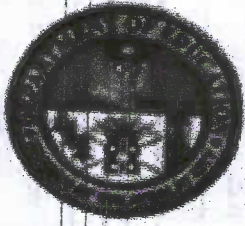
In view of my attendance to the FY 2014 Budget Forum on January 17, 2013 at Bethany Gardens, Bitoon, Ozamiz City and Collective Negotiation Agreement (CNA) on January 18, 2013 at Grand Caprice Hotel, Cagayan de Oro City. You are hereby designated as Officer In Charge, Office of the Schools Division Superintendent.

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 January 18, 2013.

Your designation will take effect on **January 16 2013**.

For information, guidance and compliance.

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



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MEMORANDUM

2013 - 01 - 0216
Deped-MALAYBALAY CITY DIVISION

RELEASED

Date: 01/15/13 Time: 04:26 PM
By: [Signature]

To : **JOSIE D. ZAMORA**
EPS-Designate in English

From : Schools Division Superintendent
This Division

Date : January 15, 2013

In view of my attendance to the FY 2014 Budget Forum on January 17, 2013 at Bethany Gardens, Bitoon, Ozamiz City and Collective Negotiation Agreement (CNA) on January 18, 2013 at Grand Caprice Hotel, 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 January 18, 2013.

Your designation will take effect on **January 18, 2013.**

For information, guidance and compliance.

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