

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

2013-02-25
Deped-MALAYBALAY CITY DIVISION
RELEASED
Date: 2/26/13 Time: 9:20 AM
By: PN

To : **RALPH T. QUIROG**
Education Supervisor

From : Schools Division Superintendent
This Division

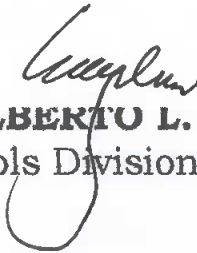
Date : February 25, 2013

In view to my attendance to **the Half-day Conference for the FY 2014 Budget Proposal Preparation on February 26, 2013**. 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 **February 26, 2013**.

Your designation will take effect on **February 26, 2013**.

For information, guidance and compliance.


EDILBERTO L. OPLENARIA
OIC-Schools Division Superintendent