



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



2013-03-221
Deped-MALAYBALAY CITY DIVISION
RELEASED

Date: 3/20/13 Time: 8:40AM
By: _____

MEMORANDUM

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

From : Schools Division Superintendent
This Division

Date : March 19., 2013

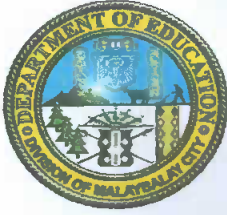
In view to my attendance to the **Regional Consultation of Division Offices by the Regional Planning Team on the Targets and Strategies on March 20-23, 2013 per Regional Advisory No. 14, s. 2013**. You are hereby designated as **Officer In Charge**, Office of the Schools Division Superintendent.

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 **March 22, 2013**

Your designation will take effect on **March 20, 2013**.

For information, guidance and compliance.


EDILBERTO L. OPLENARIA
OIC-Schools Division Superintendent



Republic of the Philippines
Department of Education
Division Office of MALAYBALAY CITY
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MEMORANDUM

2013-03-22
Deped-MALAYBALAY CITY DIVISION
RELEASED

Date: 3/20/13 Time: 8:49AM
By: [Signature]

To : JUTCHEL L. NAYRA, DPA
Administrative Officer V

From : Schools Division Superintendent
This Division

Date : March 19, 2013

In view to my attendance to the **Oathtaking Ceremony at the Bulwagan ng Karunungan on March 25, 2013** and **2nd Regional MANCOM Meeting at the Division of El Salvador City on March 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 **March 27, 2013**

Your designation will take effect on **March 25, 2013**.

For information, guidance and compliance.


EDILBERTO L. OPLENARIA
OIC-Schools Division Superintendent