



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



207  
Deped-MALAYBALAY CITY DIVISION  
**RELEASED**

Date: 8/22/13 Time: 9:36AM  
By: [Signature]

## MEMORANDUM

**To** : **PARISO L. ORONG**  
**Secondary School Principal IV**

**From** : Schools Division Superintendent  
This Division

**Date** : August 22, 2013

In view of my attendance for my force leave of absence effective August 23, 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 August 23, 2013.

Your designation will take effect on **August 22, 2013**

For information, guidance and compliance.

  
**EDILBERTO L. OPLENARIA**  
OIC-Schools Division Superintendent