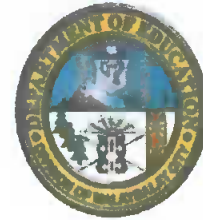




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DIVISION OF MALAYBALAY CITY DIVISION

RELEASED

2/19/14 1:09 PM  
Jelle Anabelle



Department of Education  
Region X-Northern Mindanao

**DIVISION OF MALAYBALAY CITY**

Cor. Don Carlos and Guingona Sts.... Malaybalay City

**DIVISION MEMORANDUM**

No. 69 2014

TO : Education Program Supervisors/Division Coordinators  
Public Schools District Supervisors  
Elementary and Secondary School Heads  
This Division

FROM :   
EDILBERTO L. OLPLENARIA  
Schools Division Superintendent

RE : Procurement of Diploma /Certificate

DATE : February 19, 2014

1. This Office is reiterating Division Advisory dated February 8, 2013 on Procurement of Diploma /Certificate that it will no longer centrally procure the diploma/certificate of graduating pupils/students. This is in consonance with Item b.2 of DepEd Order No.60, s. 2011 entitled "Implementing Guidelines on the Direct Release of Maintenance and Other Operating Expenses (MOOE) Allocations of Schools to the Respective Implementing Units" which states that:

"The Schools Division Offices shall ...download in full to the heads of elementary schools and non- implementing secondary schools their MOOE allocations through cash advance using the replenishment method. The SDO's are prohibited from undertaking centralized procurement of any good or service out of school MOOE intended for distribution to schools in kind."

2. For uniformity purpose, attached herewith is the prescribed format for the diploma/certificate. The diploma /certificate shall be printed using an A4-size parchment paper and shall bear the colored division seal and DepEd seal.
3. For compliance.



**REPUBLIKA NG PILIPINAS**  
*Republic of the Philippines*  
**KAGAWARAN NG EDUKASYON**  
*Department of Education*  
**REHIYON X**  
*Region X*



**SANGAY NG LUNGSOD NG MALAYBALAY**  
*Division of Malaybalay City*

\_\_\_\_\_  
**PAARALAN**  
*School*

**Pinatutunayan nito na si**  
*This certifies that*

\_\_\_\_\_  
**ay maluwalhatang nakatupad sa mga kailangan sa pagtatapos sa Basic Education Curriculum**  
*has satisfactorily completed all the requirements for graduation of the Basic Education Curriculum*  
**na itinakda ng Kagawaran ng Edukasyon kaya siya ay pinagkalooban nitong**  
*as prescribed by the Department of Education and therefore is awarded this*

## **KATIBAYAN**

**CERTIFICATE**

**Iginawad sa** \_\_\_\_\_, **Lungsod ng Malaybalay, Pilipinas, ngayong ika -31 ng Marso 2014.**  
*Given in* \_\_\_\_\_, *Malaybalay City, Philippines, this 31st day of March 2014.*

\_\_\_\_\_  
**Punong Guro**  
*Principal*

\_\_\_\_\_  
**Tagamasid Pampook**  
*Schools District Supervisor*

**EDILBERTO L. OPLENARIA**  
**Tagapamanhala ng Paaralan**  
*Schools Division Superintendent*

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**REPUBLIKA NG PILIPINAS**  
*Republic of the Philippines*  
**KAGAWIARAN NG EDUKASYON**  
*Department of Education*  
**REHIYON X**  
*Region X*



**SANGAY NG LUNGSOD NG MALAYBALAY**  
*Division of Malaybalay City*

\_\_\_\_\_  
**PAARALAN**  
*School*

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**ay maluwalhatang nakatupad sa mga kailangan sa pagtatapos sa Basic Education Curriculum**  
*has satisfactorily completed all the requirements for graduation of the Basic Education Curriculum*  
**na itinakda ng Kagawaran ng Edukasyon kaya siya ay pinagkalooban nitong**  
*as prescribed by the Department of Education and therefore is awarded this*

# KATIBAYAN

*DIPLOMA*

**Iginawad sa** \_\_\_\_\_, **Lungsod ng Malaybalay, Pilipinas, ngayong Ika- 31 ng Marso 2014.**  
*Given in* \_\_\_\_\_, *Malaybalay City, Philippines, this 31st day of March 2014.*

\_\_\_\_\_  
**Punong Guro**  
*Principal*

**EDILBERTO L. OPLENARIA**  
**Tagapamamahala ng Paaralan**  
*Schools Division Superintendent*

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