



DEPARTMENT OF EDUCATION
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY

Corner Don Carlos and Guingona Sts., City of Malaybalay
Telefax # 088-813-2894 or 221-4597



MEMORANDUM

112
DepEd-MALAYBALAY CITY DIVISION

RELEASED

Date: 6/16/14 Time: 10:50 AM
By: [Signature]

To: **RALPH T. QUIROG**
Governance Chief Designate/
Education Program Supervisor in Social Studies

From: **Schools Division Superintendent**
This Division


Date: **June 16, 2014**

In view of my attendance to attend the **National Management Committee (MANCOM) on June 17, 2014 and Inauguration of the New Regional Office Building on June 18, 2014 at 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 **June 18, 2014**.

Your designation will take effect on **June 17, 2014**.

For information, guidance and compliance.


EDILBERTO L. OPLENARIA
Schools Division Superintendent