



DEPARTMENT OF EDUCATION
Region X - Northern Mindanao
DIVISION OF MALAYBALAY CITY
City of Malaybalay
Tel no. 813 - 2894; 221 - 4597




URGENT

229
DepED-MALAYBALAY CITY DIVISION
RELEASED

Date: 6/25/14 Time: 2:52 PM
Allan Arabelle

MEMORANDUM:

TO: Education Program Supervisors/ Division Coordinators
Public Schools District Supervisors
This Division

FROM: *for:* 
EDILBERTO L. OPLENARIA
Schools Division Superintendent

DATE: June 25, 2014

SUBJECT: **CONDUCT ACTUAL HEAD COUNT OF STUDENTS/PUPILS**

1. In order to update the actual number of student/pupil enrolled for SY 2014- 2015, you are hereby directed to conduct an actual head count of enrollees per class/school June 26 &27, 2014.
2. Submission of data will be on the **first hour of Monday June 30, 2014.**
3. For information, guidance and compliance.