



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

195
DepEd-MALAYBALAY CITY DIVISION
RELEASED
Date: 9/22/14 Time: 11:22AM
[Signature]

To: JUTCHEL L. NAYRA
Administrative Officer VI

From: Schools Division Superintendent
This Division

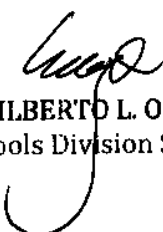
Date: September 22, 2014

In view of my leave of absence on September 22, 2014 due to the passing away of the mother-in-law of the undersigned, 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 September 22, 2014.

Your designation will take effect immediately.

For information, guidance and compliance.


EDILBERTO L. OPLENARIA
Schools Division Superintendent