



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

To: **JUTHEL L. NAYRA, DPA**
Administrative Officer V

From: **Schools Division Superintendent**
This Division

Date: **October 30, 2014**

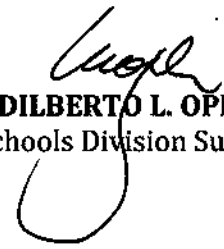
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DepEd-MALAYBALAY CITY DIVISION
RELEASED
Date: 10/31/14 Time: 8:00 AM
By: Amabelle

In view of my attendance to attend the Regional Orientation on Basic Education Sector Transformation (BEST) at Seda Hotel, Centrio Mall, Corrales Street, Cagayan de Oro City on October 31, 2014, 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 **October 31, 2014**.

Your designation will take effect on **October 31, 2014**.

For information, guidance and compliance.


EDILBERTO L. OPLENARIA
Schools Division Superintendent