



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: **ANA BELEN S. MURING**  
Education Program Supervisor

From: **Schools Division Superintendent**  
This Division

Date: **November 14, 2014**

267  
DepEd-MALAYBALAY CITY DIVISION  
**RELEASED**

Date: 11/17/14 Time: 8:00 AM


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In view of my attendance to **Superintendents Leadership Program at Antipolo City on November 17-28, 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 **November 28, 2014**.

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

For information, guidance and compliance.

  
**EDILBERTO L. OPLENARIA**  
Schools Division Superintendent