



Department of Education
Region X-Northern Mindanao
DIVISION OF MALAYBALAY CITY
Sayre-Highway Casisang, Malaybalay City

DIVISION MEMORANDUM

No. 001, s. 2015

012
ed-MALAYBALAY CITY DIVISION
RELEASED

re: 1/6/15 Time: 11:28 AM
Annabelle

TO: Education Program Supervisors/Coordinators
Public District Supervisors
School Heads Public Elementary and Secondary
All Others Concerned
This Division

FROM : *Edilberto L. Oplenaria*
EDILBERTO L. OPLENARIA
Schools Division Superintendent

SUBJECT: Designating Engr. Elpidio C. Sumanduran, Jr., Acting Assistant City Engineer as Officer – in- Charge of the Office of the City Engineer

Date : January 6, 2015

For the information and guidance of all concerned, enclosed is Administrative Order No. 01 series of 2015 which is self-explanatory and for your preference.

Wide dissemination of this Memorandum is desired.

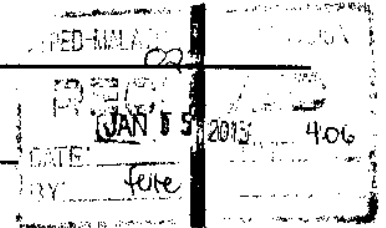


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OFFICE OF THE CITY MAYOR

ADMINISTRATIVE ORDER NO. 01
Series of 2015

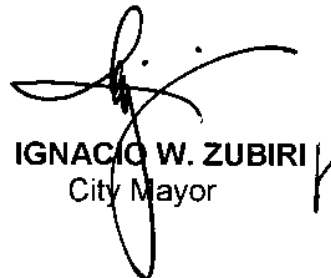


**DESIGNATING ENGR. ELPIDIO C. SUMANDURAN, JR., ACTING
ASSISTANT CITY ENGINEER AS OFFICER-IN-CHARGE OF THE
OFFICE OF THE CITY ENGINEER**

To ensure that office functions will continue and public service goes uninterrupted, I am designating **ENGR. ELPIDIO C. SUMANDURAN, JR.** as Officer-In-Charge of the Office of the City Engineer.

All functions therefore, undertaken by the Office and all additional assignments given will be under his supervision, control and responsibility. He shall be entitled to claim allowances that go with the performance of the functions, such as Representation and Travelling Allowance (RATA) and Communication Expense.

This order shall take effect this 5th day of January, 2015, and shall be effective until revoked.


IGNACIO W. ZUBIRI
City Mayor