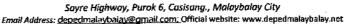
DEPARTMENT OF EDUCATION

Region X-Northern Mindanao

DIVISION OF MALAYBALAY CITY





April 30, 2015

602

Desed-MALAYBALAY CITY DIVISION

RELEASED

DIVISION MEMORANDUM

No. 143

s. 2015

TO

Chief Education Supervisors and Staff, Schools Governance and

Operations Division (SGOD) & Curriculum Implementation Division

(CID)

School Heads (Elementary and Secondary)

Section Heads and Staff **All Others Concerned**

EDILBERTO L. OPLENARIA

Schools Division Superintendent

RE

AUTHORIZED PERSONNEL TO PERFORM THE DOCUMENTATION,

AUTHENTICATION, VERIFICATION AND CERTIFICATION PER SDO'S

RATIONALIZED STRUCTURE AND JOB DESIGN

1. Consistent to the DepEd SDO's Rationalized Structure and job design, you are hereby notified that Mrs. Florabelle R. Porras, Administrative Officer IV (Records Officer) shall perform the documentation, authentication, verification, and certification effective May 4, 2015.

2. For your information and guidance.

Copy furnished:

Records Section

AO File

TO BE POSTED IN THE WEBSITE