



DEPARTMENT OF EDUCATION  
Region X- Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**

Purok 6, Casisang, Malaybalay City

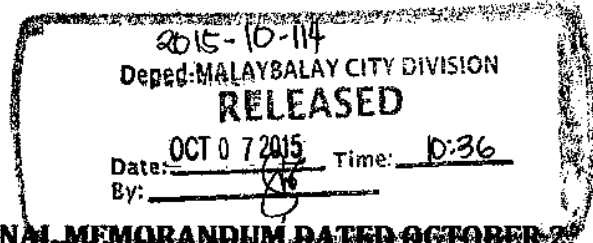
Telefax: 088-314-0094: depedmalaybalaycity@gmail.com



06 October 2015

**DIVISION MEMORANDUM**

No. 383 s. 2015



**DISSEMINATION OF UNNUMBERED REGIONAL MEMORANDUM DATED OCTOBER 2,  
2015 RE: SUBMISSION OF 3<sup>rd</sup> QUARTER PHYSICAL REPORT OF OPERATION 2015**

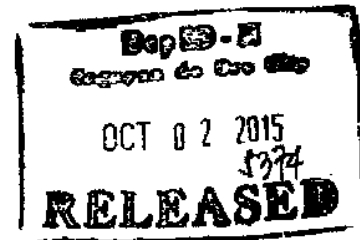
**TO: Education Program Supervisor (SPED)  
Education Program Supervisor (SPA)  
Education Program Supervisor (STE)  
Bukidnon NHS Principal/SPA/STE/SPED Coordinators  
Malaybalay City Central School Principal/SPED Coordinator  
This Division**

1. For the information and guidance of all concerned, enclosed is **Unnumbered Regional Memorandum dated October 2, 2015 re: Submission of 3<sup>rd</sup> Quarter Physical Report of Operation 2015** the content of which is self-explanatory.
2. Immediate dissemination of this memorandum is highly desired.

  
**EDILBERTO L. OPLENARIA, CESO VI**  
OIC-Schools Division Superintendent



Republic of the Philippines  
Department of Education  
**REGION X-NORTHERN MINDANAO**  
Fr. William Masterson's Avenue  
Zone 1, Upper Balulang, Cagayan de Oro City



**MEMORANDUM**

To : **Schools Division Superintendents**  
**Assistant Schools Division Superintendents**  
**This Region**

Attention: Division Planning Officer  
SEPS-Planning & Research  
SEPS-Human Resource

From : *For: J. O. Chatto*  
**ATTY. SHIRLEY O. CHATTO**  
Chief Administrative Officer  
OIC-Regional Director

Date : October 2, 2015

Subject : **Submission of 3<sup>rd</sup> Quarter Physical Report of Operation 2015**

1. Relative to the Joint Circular No. 2014-1 Commission on Audit-Department of Budget and Management otherwise known as Guidelines Prescribing the Use of Modified Formats of the Budget and financial Accountability Reports, all Schools Division Offices (SDOs) are reminded to submit the 3rd Quarter Physical Report of Operation 2015.
2. Submit your report signed by the Schools Division Superintendent (SDS) through email to [niressa\\_arrabaca@yahoo.com](mailto:niressa_arrabaca@yahoo.com) on or before October 9, 2015.
3. For strict compliance.