



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

RELEASED

re: 1/16/15 Time: 3:24 PM  
Anabelle



**MEMORANDUM**

To : **EDUCATION PROGRAM SUPERVISORS / DIVISION COORDINATORS**  
**SECTION HEADS**  
This Division

From :   
**EDILBERTO L. OPLENARIA**  
Schools Division Superintendent

Date : January 16, 2014

Re : **PREPARATION OF CY 2015 DIVISION WORK & FINANCIAL PLAN**

1. Pursuant to the herein Unnumbered Regional Memorandum dated January 14, 2015 from Atty. Shirley O. Chatto, OIC-Regional Director re: *Submission of CY 2015 Division Plan*, this Office calls for a one-day workshop on the preparation of the Division Plan on January 19, 2015 at 9:00 o'clock in the morning to be held at the Division Conference Hall, Casisang, Malaybalay City.
2. For information, guidance and compliance.



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



## MEMORANDUM

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

From : *Shirley O. Chatto*  
**ATTY. SHIRLEY O. CHATTO**  
OIC-Regional Director

Date : January 14, 2015

Subject : **Submission of CY 2015 Division Plan**

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1. All Division Offices are directed to submit the Division Plan for CY 2015 on January 23, 2015.
  2. The Division Plan should provide clear strategies to improve the Key Performance Indicators (KPIs).
  3. For compliance.