



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: **February 17, 2015.**

302  
Div-MALAYBALAY CITY DIVISION  
**RELEASED**  
Date: **FEB 17 2015** Time: **8:13 AM**  
*[Signature]*

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In view of my attendance to attend Pre - workshop on the Finalization of Plans for Public Senior High School Implementation ( SY 2016-2017), 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 **February 18, 2015.**

Your designation will take effect on **February 18, 2015.**

For information, guidance and compliance.

*[Signature]*  
**EDILBERTO L. OPLENARIA**  
Schools Division Superintendent