



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

Sayre Highway, Purok 6, Casisang, Malaybalay City, Bukidnon  
Telefax # 088-314-0094



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ed-MALAYBALAY CITY DIVISION

**RELEASED**

Date: APR 20 2015 Time: 9:22

**MEMORANDUM**

To: **RALPH T. QUIROG**  
Chief Education Supervisor (Curriculum)

From: **Schools Division Superintendent**  
This Division

Date: **April 17, 2015**

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In view of my Forced Leave of Absence on April 21-23, 2015, 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 **April 23, 2015**.

Your designation will take effect on **April 21, 2015**.

For information, guidance and compliance.

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

Copy furnished:

SDS  
Ralph T. Quirog  
Records Section