



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

Sayre Highway, P6, Casisang, Malaybalay City, Bukidnon  
Telefax # 088-314-0094



178  
2d-MALAYBALAY CITY  
**RELEASED**

Jul 09 2015 Time: 9:45  
11:20 AM

**MEMORANDUM**

To: **LORENZO O. CAPACIO, Ed.D**  
Chief Education Supervisor (Governance)

From: **Schools Division Superintendent**  
This Division

Date: **July 9, 2015**

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In view of my attendance to attend the Forum on the Guidelines of the Release of Funds and Updates on the Use of Savings and Realignment of the Funds for FY 2015 on July 10, 2015 at Department of Budget and Management – Region X, Bulua, Cagayan de Oro City, 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 **July 10, 2015**.

Your designation will take effect on **July 10, 2015**.

For information, guidance and compliance.

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

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SDS  
Records