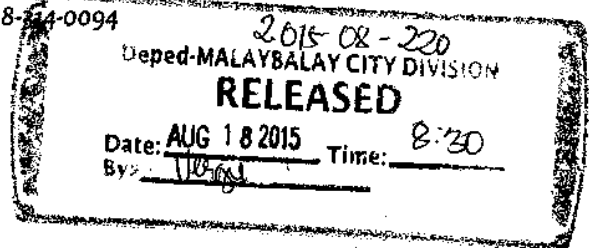




DEPARTMENT OF EDUCATION
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY

Sayre Highway, P6, Casisang, Malaybalay City, Bukidnon
Telefax # 088-744-0094



MEMORANDUM

To: **LORENZO O. CAPACIO, Ed.D**
Chief Education Supervisor- SGOD

From: **Schools Division Superintendent**
This Division


Date: **August 18, 2015**

In view of my Special Leave of Absence on August 24-25, 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 **August 25, 2015**.

Your designation will take effect on **August 24, 2015**.

For information, guidance and compliance.


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

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SDS
Records