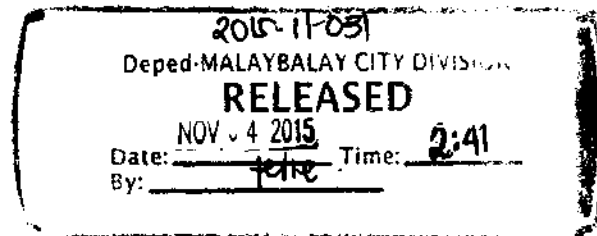




DEPARTMENT OF EDUCATION
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY
Sayre Highway, P6, Casisang, Malaybalay City, Bukidnon
Telefax # 088-314-0094



MEMORANDUM



To: **LORENZO O. CAPACIO, Ed.D.**
Chief Education Supervisor
Schools Governance and Operation Division

From: **Schools Division Superintendent**
This Division

Date: **November 4, 2015**

In view of my attendance to attend the SLP Batch 1 & 2 GRADUATION at Tagaytay Haven Hotel, Barrio Francisco Ulat Road, Tagaytay, 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 **November 13, 2015**.

Your designation will take effect on **November 9, 2015**.

For information, guidance and compliance.


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

Copy furnished:


Lorenzo O. Capacio
Records Section