



DEPARTMENT OF EDUCATION

Region X-Northern Mindanao

DIVISION OF MALAYBALAY CITY

Sayre Highway, Purak 6, Casisang., Malaybalay City

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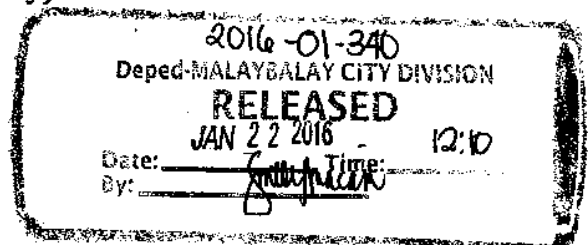
January 22, 2106

- DIVISION ADVISORY

**DESIGNATION OF HON. ROLAND F. DETICIO CITY VICE MAYOR
AS OFFICER-IN-CHARGE OF THE OFFICE OF THE CITY MAYOR
(ADMINISTRATIVE ORDER NO. 03, s. 2016)**

**TO : Chief Education Supervisors and Staff, SGOD and CID
School Heads (Elementary and Secondary)
Section/Unit Heads
All Others Concerned**

FROM : EDILBERTO L. OPLENARIA, CESO VI
CID-Schools Division Superintendent



1. Pursuant to the herein Administrative Order No. 03, s. 2016 of the City Government of Malaybalay, this Office hereby disseminates the designation of **Hon. Roland F. Deticio**, City Vice Mayor as Officer-In-Charge of the Office of the City Mayor on January 21, 2016, content of which is self-explanatory.
2. For information and guidance.

Encl.:

As stated

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TO BE POSTED IN THE DIVISION WEBSITE

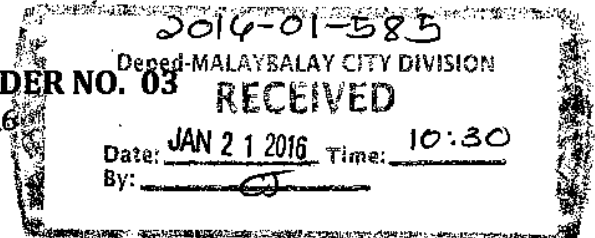


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OFFICE OF THE CITY MAYOR

ADMINISTRATIVE ORDER NO. 03
Series of 2016

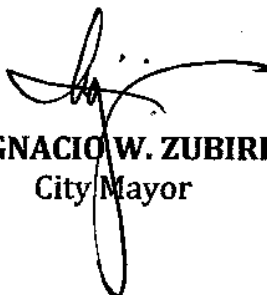


**DESIGNATING HON. ROLAND F. DETICIO CITY VICE MAYOR AS OFFICER -IN-
CHARGE OF THE OFFICE OF THE CITY MAYOR**

To ensure that office functions will continue and public service goes uninterrupted during my absence on January 21, 2016 until my return, I am designating Hon. Roland F. Deticio, City Vice Mayor as Officer-In-Charge, to take over the duration of my absence. I hereby authorize Hon. Roland F. Deticio to sign for and in behalf routine Requisitions, Correspondences, Payrolls, Vouchers, Business Permits, Leave of Absences, Purchase Orders, Annual and Supplemental Procurement Plans, Checks, Certifications, Authorizations, Request for APP and other ordinary matters that would ensure the smooth function of the office.

Upon my return, Hon. Roland F. Deticio shall report to me such transactions and events that require my attention as Local Chief Executive of the City Government.

Done in the City of Malaybalay, Bukidnon, this 20th day of January 2016.


IGNACIO W. ZUBIRI
City Mayor