MEMORANDUM

TO   :   Myrna C. Pulido
           Marlon Basalo
           Argie Ducusin
           Lepelyn Valdez
           Sylvela Angelique B. Macapundag
           Amy G. Capacio
           Dulce L. Villanueva
           Salley S. Moreno
           Ruel C. Polley
           Rene A. Aclub
           MCDFTA Officers and Board Members
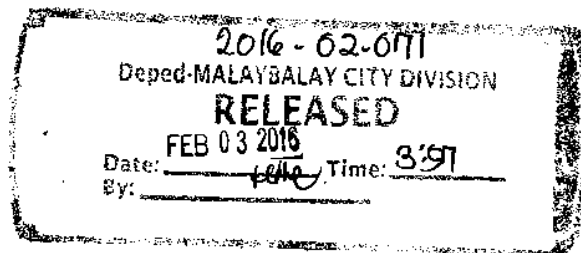
           Thru: Concerned Public Schools District Supervisors
                  and School Heads (Elementary and Secondary)

From   :   **EDILBERTO L. OPLENARIA, CESO VI**
            Schools Division Superintendent

Subject   :   **MALAYBALAY CITY DIVISION FEDERATION TEACHERS ASSOCIATION CONFERENCE**

1. For information and guidance of all concerned, you are hereby informed for a conference of the Malaybalay City Division Federation of Teachers Association as per request by the MCDFTA President Myrna C. Pulido on February 5, 2016 to start at 3:00 PM at the Division Office Multi-Purpose Hall, Casisang, Malaybalay City.

2. The agenda of the conference includes;
    1. Malaybalay City Division Federation Teachers Association issues and concerns
    2. In-depth deliberation and ratification of the Constitution and By-Laws

3. For compliance.
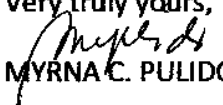
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February 3, 2016

EDILBERTO L. OPLENARIA, CESO VI
Schools Division Superintendent
Division of Malaybalay City

Sir:

The undersigned would like to request your good office to allow the Division Federation Teachers' Association to hold a conference on Friday February 5, 2016 at 3:00 PM at the Division Multi-Purpose Hall, Casisang, Malaybalay City. The agenda of the conference includes;

1. Malaybalay City Division Federation Teachers' Association Issues and Concerns
2. Ratification of Constitution and By-Laws

Hoping for your positive consideration on this request.

Very truly yours,

MYRNA C. PULIDO