

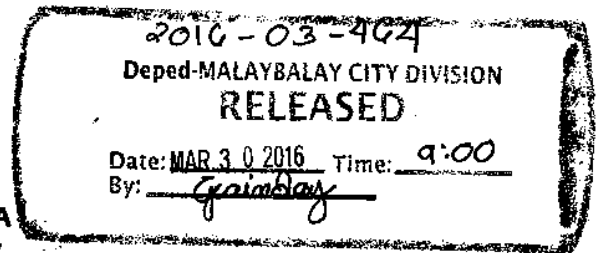


DEPARTMENT OF EDUCATION
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY

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



MEMORANDUM



To: **JUTCHEL L. NAYRA, DPA**
Administrative Officer V

From: **Schools Division Superintendent**
This Division

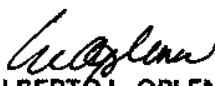
Date: **March 29, 2016**

In view of my attendance to the Moving-Up/Graduation/Completion Ceremony at Kalasungay CS, Sumpung CS, Bukidnon NHS, Zamboanguita CS, Silae NHS and Linabo CS on March 30-31, 2016, 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 **March 31, 2016**.

Your designation will take effect on **March 30, 2016**.

For information, guidance and compliance.


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

Copy furnished:
SDS
Records Section