



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



MEMORANDUM

2016-06-222
Depad. MALAYBALAY CITY DIVISION
RELEASED
Date: JUN 17 2016 Time: 10:10
By: *[Signature]*

To: **ATTY. OPHELIA PILAR RUBIO-ZAMORA**
Attorney III

From: **Schools Division Superintendent**
This Division

Date: **June 16, 2016**

In view of my attendance to the Results-Based Performance Management System (RPMS) – Performance Planning and Evaluation Training on June 20-22, 2016 at Hotel Koresco, Cagayan de Oro City, 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 **June 22, 2016**.

Your designation will take effect on **June 20, 2016**.

For information, guidance and compliance.

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

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SDS
Records Section