

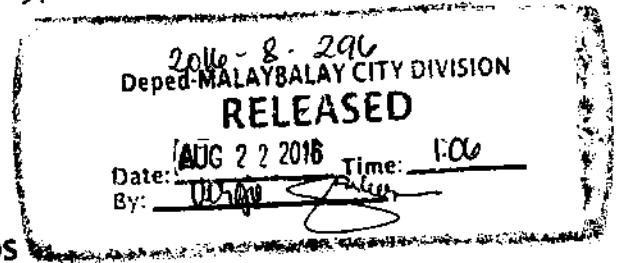


DEPARTMENT OF EDUCATION
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY

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



MEMORANDUM



To: **RHYSA CYLE C. ROSALEJOS**
Accountant III

From: **Schools Division Superintendent**
This Division

Date: **August 22, 2016**

In view of my Forced Leave and Special Leave of Absence on August 23-26, 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 **August 26, 2016**.

Your designation will take effect on **August 23, 2016**.

For information, guidance and compliance.


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

Copy furnished:
SDS
Records Section