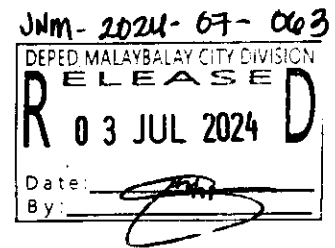




Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
DIVISION OF MALAYBALAY CITY



July 03, 2024

MEMORANDUM

**Designation as Officer In-charge in the office of the
Schools Division Superintendent**

To: : **LORENZO O. CAPACIO**
Chief Education Supervisor
School Governance and Operation Department

1. In the pursuit of effective, efficient and continuous services to clientele, this office hereby designates you as Officer In-charge in the absence of the Schools Division Superintendent effective July 03, 2024.
2. It is understood that you shall only discharge duties and responsibilities within the purview of this designation. Concerns that are policy-determining should be held in abeyance until her return.
3. Immediate and wide dissemination of this memorandum to all concerned is desired.


CHERRY MAE L. LIMBACO-REYES
Schools Division Superintendent

cc: *Personnel Section*



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