



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region X



**DIVISION OF MISAMIS ORIENTAL**  
**Cagayan de Oro City**

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Division Memorandum

No. \_\_\_\_\_, s. 2015

To : **CIELITO MAGSAYO** - Division Science Coordinator  
**SEVEN DE LOS REYES** - LRMDS Coordinator

From : **CHERRY MAE L. LIMBACO, Ph.D., CESO V**  
Schools Division Superintendent 

Date : April 29, 2015

RE : **RENDERING OFFICIAL DUTY AS DIVISION COORDINATOR**

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With regards to your additional duties as division coordinators, you are hereby requested to report to the Division Office every Monday and Tuesday. On the remaining days of the work week (Wednesday to Friday), you shall report to your respective stations.

For your information and guidance.

CLL/sgod\_ikm