



Department of Education  
Region X  
DIVISION OF MISAMIS ORIENTAL  
Cagayan de Oro City



DIVISION MEMORANDUM  
No. 12, s.2014

TO: Public School District Supervisors  
Elementary/ Secondary School Heads

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

SUBJECT: ADDENDUM TO DIVISION MEMORANDUM NO. 10,S.2014 DATED  
January 9, 2014  
(SCHEDULE OF ACTIVITIES FOR MARCH, 2014)

DATE: January 10, 2014

1. All diplomas must have only two ( 2 ) signatories: the **School Head and the Schools Division Superintendent.**
2. The Public School District Supervisors shall affix their FULL CUSTOMARY SIGNATURES below the name of the Schools Division Superintendent .
2. The Education Program Supervisors ( District Advisers) shall countersign the diplomas before it is submitted to the Schools Division Superintendent .
3. Immediate dissemination of this Memorandum is desired.

CLL/daj