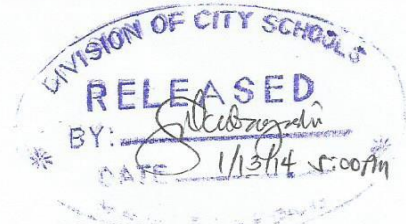


Republic of the Philippines  
Department of Education  
National Capital Region  
**DIVISION OF CITY SCHOOLS**  
City of Mandaluyong

Tel. no. 533-60-85 Fax. no.532-71-17  
E-Mail Address: [depedmandaluyong@gmail.com](mailto:depedmandaluyong@gmail.com)  
Official Website: [depedmandaluyong.wordpress.com](http://depedmandaluyong.wordpress.com)



# RUSH



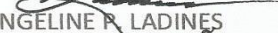
January 13, 2014

Memorandum To:

Principals, Elementary and Secondary Schools  
Administrative Officer-V  
Human Resource Management Officer-I  
Ms. Lynn P. Swain, Personnel In-charge of LSB

To efficiently conduct the monitoring of the security personnel detailed in the different schools in this Division in line with the on-going transition of authority and supervision, the Public Order and Safety Department as well as the Personnel Department of the City Government Mandaluyong is requesting for **list of security of personnel in each school indicating their official time/schedule** to be submitted on **January 14, 2014**. The listings submitted by the schools shall be consolidated by the Personnel Unit of this Division prior to submission of the City Government Office.

For **immediate compliance.**

  
EVANGELINE P. LADINES  
OIC-Schools Division Superintendent