



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



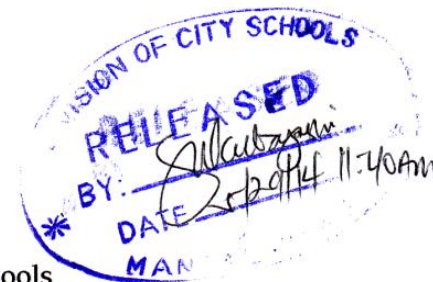
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RUSH

May 29, 2014

MEMORANDUM TO:

Assistant Schools Division Superintendent
Education / District Supervisors
Principals, Public Elementary and Secondary Schools



This has reference to the attached Regional Memorandum dated May 20, 2014 on the briefing up of School Security Administration on the opening of classes on June 2, 2014 to ensure the security and safety of our children.

You are hereby informed that all security guards/personnel whether they are casual, temporary, job order nationally/locally hired are instructed to report to the **Highway Hills Integrated School Gymnasium on May 30, 2014 at 8:00 a.m.** for the first (1st) batch and **1:00 p.m.** for the second (2nd) batch for half-day seminar orientation. Attached herewith are the numbers of participants in each schools in two (2) batches. Principals are likewise advised to see to it that participants in the morning session are those guards on duty in the afternoon / evening and vice-versa.

All Principals are advised to provide free snacks to their participants/security guards. Other incidental expenses relative to the conduct of this seminar/orientation will be shouldered by Maintenance and Other Operating Expenses (MOOE) of the Division Office.

For your information and compliance.

[Signature]
EVANGELINE R. LADINES, CESO VI
Schools Division Superintendent

SCHOOL GUARD DETAILED IN DIFFERENT SCHOOLS

SCHOOL	1 st Batch	2 nd Batch	TOTAL
	8:00 – 12:00 a.m.	1:00 – 5:00 p.m.	
DIVISION OFFICE	0	1	1
ABIS	5	5	10
ATRES	1	1	2
AHIS	5	5	10
BJNHS	4	4	8
CMSHS	4	4	8
DBYES	2	1	3
DPCGES	4	4	8
ERIS	9	8	17
FPJES	2	3	5
JFMS	1	0	1
HES	3	3	6
HHIS	4	3	7
IBIS	5	4	9
ILIS	5	5	10
MES	6	5	11
MHS	4	4	8
MPNAG	8	7	15
NDFES	7	5	12
PES	4	4	8
PPCES	5	5	10
RLES	2	2	4
PHES	3	3	6