



*Human Resource Management Office*

MEMORANDUM

**FOR :** **DR. ROMMEL C. BAUTISTA**  
*Schools Division Superintendent*  
Office of the Schools Division Superintendent

**SUBJECT :** **RENEWAL OF CASUAL APPOINTMENT**

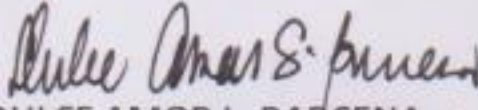
**DATE :** **DECEMBER 13, 2018**

Please be informed that the listed employees are subject for renewal on January 2019. Kindly advise them to report and submit two (2) original copy of completely filled out and updated Personal Data Sheet (revised CSC form 212) and updated PRC license to the City Human Resource Management Office on December 17, 2018 (Monday).

1	Elacion, Milagros A.
2	Ochavo, June Hubert L.
3	Sedicos, Rodel L.

Please take note of the specified date for compliance.

Thank you.

  
**DULCE AMOR L. BARCENA**  
*City Government Department Head I*  
*City Human Resource Management Office*



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1	Bedaña Sr., Ariel B.	San Isidro Elementary School	7	Oriel, Marita M.	Sumilang Elementary School
2	Coronado, Alfredo G.	Juan Sumulong Elem School	8	Sierra, Ramon L.	Sta. Cruz Elem. School
3	De Guzman, Romeo Z.	Juan Sumulong Elem School	9	Tardecilla, Domingo T.	Juan Sumulong Elem School
4	Emutan, Armando F.	Bagong Nayon II Nat'l High School	10	Tiamzon, Roberto S.	Muntindilaw Elem. School
5	Esclabanan Jr., Angel E.	Cabading Elem. School	11	Velasco, Leonardo S.	Bagong Nayon IV Elem. School
6	Marigondon, Anthony O.	Kaysakat Elem. School			

Please take note of the specified date for compliance.

Thank you.

**DULCE AMOR L. BARCENA**  
*City Government Department Head I*  
*City Human Resource Management Office*