

**DEPARTMENT OF EDUCATION**  
Region X-Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**

Corner Don Carlos-Guingona St., City of Malaybalay  
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Deped-MALAYBALAY CITY DIVISION

RELEASED

Date: 6/4/14 Time: 8:37AM

By: [Signature]




June 03, 2014

**MEMORANDUM**

**MANDATORY DRUG TESTING OF ALL JOB ORDER ASSIGNED AS TEACHING STAFF  
OF THE DEPARTMENT OF EDUCATION (DepEd)**

TO : **All Job Order assigned as Teaching Staff of the DepEd**  
This Division  
Thru: **Concerned District/School/Office/Section Heads**

FROM:   
**EDILBERTO L. OPLENARIA**  
Schools Division Superintendent

1. For information and guidance of all concerned, this Office hereby disseminates the herein Unnumbered Memorandum dated June 3, 2014 which instructs all Job Order of the City Government assigned as Teaching Staff of the Department of Education to submit to Mandatory Drug Testing on June 5-6, 2014 at Quicksan Drug Testing Center in front of LTO.
2. As stated, failure or refusal to submit to the above scheduled date sans any valid reason shall be sufficient ground for non-renewal. Further, you are directed to present your City Government Identification (Green ID) and fill-up drug testing forms (DT-001, DT-002A, DT-002B, and DT-002C) prior to your screening test to avoid delays.
3. For compliance.

Encl.:  
As stated

Copy furnished:  
Records Section

**TO BE POSTED IN THE WEBSITE**



Republic of the Philippines  
Province of Bukidnon  
**City of Malaybalay**  
\* \* \*

DepEd-MALAYBALAY CITY DIVISION

**RECEIVED**

Date: 06-03-14 Time: 2:03  
By: [Signature]

**DRUG FREE WORKPLACE ASSESSMENT COMMITTEE**

June 3, 2014

**MEMORANDUM**

To: All Job Order assigned as Teaching Staff of the Department of Education (DepEd)

Subject: **MANDATORY DRUG TESTING**

Pursuant to Administrative Order No. 14, Series of 2012, all Job Order of the City Government assigned at the above cited office are hereby directed to submit to Mandatory Drug Testing on June 5-6, 2014 at Quickscan Drug Testing Center in front of LTO.

Failure or refusal to submit to the above scheduled date sans any valid reason shall be sufficient ground for non-renewal. Further, you are directed to present your City Government Identification (Green ID) and fill-up drug testing forms (DT-001, DT-002A, DT-002B and DT-002C) prior to your screening test to avoid delays.

For strict compliance.

Proof of Receipt:

  
**HERCULANO S. RONOLO**  
City Administrator/Chairman

(Signature over printed name)

Date: \_\_\_\_\_ Time: \_\_\_\_\_