



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
DIVISION OF MALAYBALAY CITY

PM 2020-06-226
DEPED MALAYBALAY CITY DIVISION
RELEASED
DATE: _____ TIME: 4:38
BY: JUN 10 2020 *Jan*

DIVISION MEMORANDUM

NO. 226, s. 2020

TO : All PSDS and Concerned School Heads

FROM : *for* VICTORIA V. GAZO, Ph.D, CESO-V
Schools Division Superintendent *[Signature]*

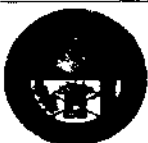
DATE : June 10, 2020

RE : RENDERING LAWN MOWING SERVICES IN THE DIVISION OFFICE

1. To ensure the ground maintenance of the Division Office, this Office is requesting each PSDS to inform concerned School Heads under supervision with Utility Worker in-charge in lawn mowing to proceed to the Division Office on June 11, 2020 at 8:00 AM until 5:00 PM (Thursday) in order to render one-day lawn mowing of the SDO grounds. Further, each PSDS is requested to send maximum of three (3) Utility Workers only per District.
2. For this work activity, the SDO lawn has been divided into 10 parts equivalent to 10 Districts (*Enclosure 1: Designated Area of Lawn Mowing Works per District*). Further, each of the school's Utility Worker is advised to bring their own lawn mower. The SDO will only provide for the fuel, meals (Lunch) and snacks (AM & PM).
3. For information and guidance.

Enclosed as stated:

Cc: Records Unit
AO



(Enclosure 1: Designated Area of Lawn Mowing Works per District).

