



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

2022-54232

DA - 2022 - 064  
DEPED MALAYBALAY CITY DIVISION  
**RELEASED**  
DATE: JUN 21 2022 Time: 8:44  
By: \_\_\_\_\_

DIVISION ADVISORY  
No. 064, S 2022

To: Assistant Schools Division Superintendents  
Division Chiefs and Unit Heads  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
Teaching and Non-Teaching Personnel  
All Others Concerned

FROM: **VICTORIA V. GAZO, PhD, CESO V**  
Schools Division Superintendent *y*

DATE: June 20, 2022

SUBJECT: **EXPIRATION OF APPOINTMENT/CONTRACT**

1. Per City Mayor Memorandum No. 06 – 001, do hereby informed to all Casual, Job Order, and Contractual Personnel assigned in this institution that your appointment/employment contract will expire on June 30, 2022. Relative thereto, please be advised that with No Appointment or Job Order Contract, you are to refrain from reporting on July 1, 2022.
2. For more details, please see the attached City Memorandum dated June 13, 2022, from Anna Marie R. Bergado, Acting City Administrator, Office of the City Administrator.
3. Immediate and wide dissemination of this Memorandum is earnestly desired.

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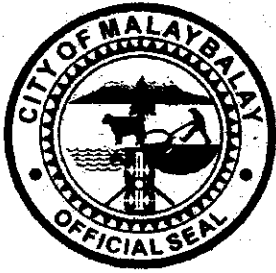


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Telefax No.: 088-314-0094; Telephone No.: 088-813-1246  
Email Address: [malaybalay.city@deped.gov.ph](mailto:malaybalay.city@deped.gov.ph)



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June 13, 2022



REPUBLIC OF THE PHILIPPINES  
PROVINCE OF BUKIDNON  
CITY OF MALAYBALAY

OFFICE OF THE  
**CITY MAYOR**

📍 Sayre Highway, Cateuguan  
📍 Malaybalay City 8700  
☎️ (088) 843-5643  
☎️ (088) 813-0210  
🌐 malaybalaycity.gov.ph  
<http://www.malaybalaycity.gov.ph>

DEPED MALAYBALAY CITY DIVISION

**RECEIVED**

DATE: JUN 13 2022 Time: 2:47 pm  
By: \_\_\_\_\_

**MEMORANDUM NO. 06 - 001**

**TO : ALL CASUAL, JOB ORDER, CONTRACTUAL PERSONNEL**  
This Local Government Unit

**SUBJECT: EXPIRATION OF APPOINTMENT/CONTRACT**

You are hereby informed that your appointment / employment contract will expire on June 30, 2022.

Relative thereto, please be advised that with **NO APPOINTMENT** or **JOB ORDER CONTRACT**, you are to refrain from reporting on July 1, 2022.

For your guidance.

**JAY WARREN R. PABILLARAN**  
City Mayor

  
**ANISA S. BERGADO**  
ACTING CITY ADMINISTRATOR  
OFFICER IN CHARGE