



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

2022-59116

DM 2022-09-490
DEPED MALAYBALAY CITY DIVISION
RELEASED

SEPTEMBER 9 2022 Time: 3:16
By:

DIVISION MEMORANDUM

No. 490, s. 2022

TO: Assistant Schools Division Superintendent
Chief Education Supervisors, (SGOD and CID)
Public Elementary and Secondary School Heads
All Others Concerned

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

SUBJECT: **PROTOCOLS ON THE PERMIT FOR THE CONTRACTOR'S
WORKERS AND EQUIPMENT TO ENTER SCHOOL PREMISES.**

DATE: September 16, 2022

1. For information and guidance, this Office hereby informs the elementary and secondary public schools on Protocols of the said Notice to serve as permit for the contractor's workers and equipment to enter the school site premises.
2. Attached herewith the form for Permit School Premises for strict compliance.
3. Queries relative to this can be relayed to Engr. Leslie T. Fontanilla, *Division Engineer-Education Facilities Division* at 0917 712 5393.

TO BE POSTED IN THE WEBSITE



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City
Telefax No.: 088-314-0094; Telephone No.: 088-813-1246
Email Address: malaybalay.city@deped.gov.ph



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

NOTICE/ PERMIT TO ENTER SCHOOL PREMISES

To whom it may concern:

This Notice is hereby given to _____
(Name of Contractor)

for the _____
(Name of Project)

with Contract No. _____ under the implementing
(Contract Number)

office _____ in _____
(Implementing Unit/ Office) (Name of School)

located at _____
(Address of School)

This **Notice** shall serve as permit for the contractor's workers and equipment to enter the premises of the school but limited to the project site and other assigned areas for the project specified above.

Given this ___th day of _____, 20__.

(Name and Signature of Principal/School Head)

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