DIVISION MEMORANDUM
NO. 1171-S, 2019

RECALL OF APPROVED FORCED LEAVE

To: Dr. Jasmine A. Asarak
   Dentist II
   Health and Nutrition Unit

   Daissy Jane P. Sanoy, RN
   Nurse II
   Health and Nutrition Unit

1. In the exigency of the service, you are hereby directed to report for work on the scheduled approved forced leave due to voluminous work in your station.
   1. Dr. Jasmine A. Asarak – December 26, 2019
   2. Daissy Jane P. Sanoy, RN – December 26, 2019

2. In view thereof, the Human Resource Management Officer (HRMO) is directed to reinstate back the said recalled Forced Leave to your accumulated vacation leave credits as the said leaves shall not be deducted from the remaining balance of your vacation leave credits at the end of 2019 calendar year.

3. For compliance.

CRISTY C. EPE
Schools Division Superintendent