



Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF DIGOS CITY**  
Digos City



December 23, 2019

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

CepEd Schools Division of Digos City  
RECORDS SECTION  
**RELEASED**  
50183  
DATE: DEC 23 2019 TIME: 4:26  
BY: fj