



Republic of the Philippines
Department of Education

REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

PSU FORM 106 Revised 2014

DATE: _____

NOTICE OF DELETION FROM THE PSU ROSTER

DIVISION NAME/CODE _____
 STATION NAME: _____
 STATION CODE: _____
 EMPLOYEE NUMBER: _____
 EMPLOYEE NAME: _____

EFFECTIVE:
REASON:

PLEASE CHECK THE APPROPRIATE BOX

| | |
|----------------------------------|--|
| DEATH | |
| RETIREMENT | |
| TERMINATION | |
| RESIGNATION | |
| TRANSFER OUT THE REGION/DIVISION | |
| TRANSFER TO Ius | |
| OTHERS (PERSONAL LEAVE) | |

PLEASE ATTACHED HERewith THE FOLLOWING SUPPORTING DOCUMENTS:

1. DEATH CERTIFICATE
2. DULY APPROVED INTENT LETTER TO RETIRE
3. DULY SIGNED TERMINATION PAPERS
4. DULY ACCEPTED RESIGNATION PAPERS

Noted by:

 NIKKI C. CASTOR
 Div. ARA in charge

CERTIFIED CORRECT BY:

ROSALINDA N. DIONIO
Administrative Officer

