



MAHUGANI
SECURITY AND INVESTIGATION AGENCY, INC.

2nd Floor Babista Bldg., 267 Palma Gil St., 8000 Davao City, Philippines
Telephone Numbers: (082) 224 6700; (082) 225 8964; Telefax (082) 300 2788

TO : SG empfirst emplast suffix
FROM : MSIA HEADQUARTERS
SUBJECT : TEMPORARY RELIEVE ORDER
CC : 201 FILE
DATE : MAY 10, 2024

Mr. APAC

Our records show that your Security Guard's license has expired on May 26, 2024. Because of this, you are hereby temporarily relieved from your post at EWB Surigao City. effective upon receipt of this notice and directed to process and submit your valid and renewed security guard's license, your new and valid SBR number, and with supporting documents such as certificate of training, opening and closing reports, GKE, local clearances, neurological test, drug test result, and class picture as proof of your renewal of your SG license.

Please note that Under RA 11917, Security Agencies employing security guards with expired and fake SG license or SBR will be penalized equivalent to posting a Security Guard without a license. Also, under the memorandum issued by the Philippine National Police–Security Guards and Supervision Section, all security guard's plastic license cards, whether valid or without supporting training documents is still considered fake or invalid.

Thus, Security guards with expired licenses will be relieved of their post and will be directed to secure their valid SG license before they can return for duty.

Upon presenting your renewed security guard's license and its related documents that authorize you to exercise security profession upon reporting for duty you will then you will be allowed to take over your post or new assignment.

This is for your guidance and strict compliance.

OPNs-ADMIN Manager

Approved by:

Senior Vice President

Received by:

Date: _____