

**NOTICE OF TERMINATION OF CONTRACT OF SERVICES**

Issued to **Mr./Ms.** \_\_\_\_\_

Based on the evaluation of your performance (see attached) on the conduct of the 2006 Occupational Wages Survey (OWS) and the 2006 BLES Integrated Survey (BITS), your output has been noted to be below the requirements of:

- ☐ Delivery: on the average, 5 establishments per day
- ☐ Retrieval: on the average, 1 - 2 questionnaires collected per day

Others:

- ☐ Falsified all or some data in the questionnaire
- ☐ Forged signature of contact person
- ☐ Failed to report to Supervisor within two (2) consecutive weeks from last appearance or communication

Your services as PBI-Enumerator is therefore terminated effective \_\_\_\_\_  
in accordance with the following provision/s of your contract:

- “9. That notwithstanding the fixed duration of the employment, this contract of services can be terminated anytime by the **FIRST PARTY** for just cause such as but not limited to the unsatisfactory performance of the **SECOND PARTY** and only after due notice to the **SECOND PARTY** at least five (5) days prior to his/her termination.”

Relative to this, you are instructed to turnover your identification card, letter of introduction to sample establishment, survey materials and pending assignments to your Supervisor/s before you can be officially cleared by this office of all obligations and be paid whatever monetary entitlements still due you.

Director

(Date)