

**HR MEMORANDUM**

Date: **October 3, 2022**  
To: **EDMON L. ALMADEN**  
From: **Managing Director**  
Re: **PROMOTION**

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Greetings!

In recognition of your constant contributions to the welfare of the institution through continuous Professional Development (further studies), Years of Service with ACLC, and outstanding rating on Performance Appraisal, the Management is pleased to inform you of your promotion to **ASST. PROFESSOR 1.**

As a result of this promotion, your new monthly basic rate will be **Php 18,900.00** which will be credited to your payroll effective September 12, 2022.

May you continue to exert your best effort in the performance of your job!

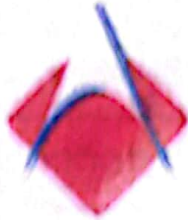
Congratulations!

Recommending Approval:

  
**RAQUEL CECILIA S. CHUA**  
School Director

Approved:

  
**MR. EDDIE S. UY**  
Managing Director



**ACLC COLLEGE**

**Tacloban City**

*awards this*

# **Certificate of Recognition**

*to*

## **EDMON LOPEZ ALMADEN**

*for his brilliant and consistent high standards of*

**EXCELLENCE IN TEACHING**

*in the*

**TEACHERS' CLASSROOM OBSERVATION**

*for S.Y. 2021-2022 thereby contributing to the  
academic achievement and personal growth  
of the students in this institution .*

*Given this 17th day of December 2021 at ACLC Real  
Gym, Tacloban City, Philippines.*

  
**RAQUEL CECILIA S. CHUA**  
*School Director*

  
**EDDIE S. UY**  
*Managing Director*