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August 12, 1993

MEMORANDUM NO. 119
Series of 1993

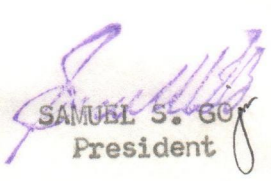
TO: Mr. Wilfredo C. Valenzona

SUBJECT: CLAIM OF MRS. LILIA Y. DUATIN REGARDING HER
ACCUMULATED VACATION AND SICK LEAVE CREDITS

Attached is a copy of Mrs. Duatin's letter to Mrs. Quiñanola clarifying her stand regarding her claim for accumulated leave credits and the corresponding documents to support her claim.

To settle this matter once and for all, you are hereby requested to scrutinize records at the Personnel Office in counterchecking with Mrs. Duatin's claim.

Please submit your recommendation to this Office on or before August 23, 1993 so that Mrs. Duatin can finally receive what is really due her.


SAMUEL S. GO
President

cc: VP Nerelito Pascual
Mrs. Teresita Quiñanola
Mrs. Lilia Duatin
VPAA
ODI
Records
File