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Office of the President

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MEMORANDUM NO. 56

Series of 2008

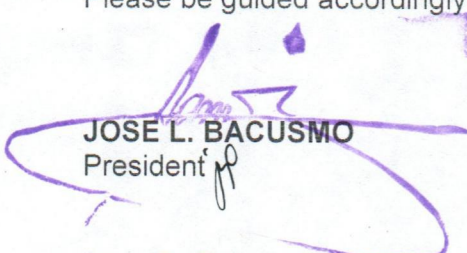
T O: Ms. Glenda E. Racho
Printing Press

R E: New Assignment

In order to effect the reorganization and facilitate more efficient delivery of services, you are hereby deployed at the Infirmary effective March 1, 2008. You shall take over the duties and responsibilities of Ms. Marilyn A. Orquilla, Infirmary Clerk.

Please facilitate the turn-over of your responsibilities at the Printing Press and coordinate with Dr. Elwin Jay V. Yu, Chief of Infirmary, for your new work assignment.

Please be guided accordingly.


JOSE L. BACUSMO
President

cc: Dr. Elwin Jay V. Yu, Infirmary
Printing Press
HRMDO
Records
File