



28 December 2020

**MEMORANDUM NO. 505**

Series of 2020

**T O: All Concerned**

**R E: Recall of Leave**

In the exigency of the service, you are hereby recalled from your approved leave of absence on the following dates:

Name	Schedule of Leave
Maria Roberta S. Miraflor	Dec. 21, 22, 23, 28 & 29, 2020
Arturo B. Alba, Jr.	Dec. 21, 22, 23, 28 & 29, 2020

Anent to this, you are directed to report to office to do your duties and responsibilities.

Please be guided accordingly.

**EDGARDO E. TULIN**  
President

cc: RSPPRO  
Records  
File