

OFFICE OF THE PRESIDENT

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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