

## OFFICE OF THE PRESIDENT

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ISO 9001:2015 www.tuv.com ID 9108658749

20 December 2021

MEMORANDUM NO. 712 Series of 2021

T 0: Mr. Norjito B. Quimco

R E: Recall of Leave

In the exigency of the service, you are hereby recalled from your approved leave of absence on December 20-24, 2021.

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

Please be guided accordingly.

President

**OHRSPPR** CC:

Records

File