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Office of the President

20 November 2004

MEMORANDUM NO. 280

Series of 2004

T O: Prof. Mario Baliad
Mr. Sales Loreto

Handwritten notes:
- 11/22
- 11/22

R E: Skills Training Program
25 November 2004

Please attend a Skills Training using modern technology to create job opportunities, promote health and safety and improve productivity and efficiency offered by Deutsche Motorgerate, Inc. at the CCE on 25 November 2005 starting at 9:00 a.m. until noontime. After the training, the participants shall be given a certificate as trainors.

Likewise, please request all landscape personnel and garbage collectors to attend the afternoon session at 2 o'clock at the same venue.

Handwritten signature of Paciencia P. Milan
PACIENCIA P. MILAN
President