

## OFFICE OF THE PRESIDENT

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Management System ISO 9001:2015

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22 December 2021

MEMORANDUM NO. 724
Series of 2021

T 0: Ms. Ma. Elsa M. Umpad

R E: Recall of Leave

In the exigency of the service, you are hereby recalled from your approved leave of absence on December 23 & 27, 2021.

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

Please be guided accordingly.

EDGARDO E. TULINA.

President

cc: OHRSPPR

Records

File