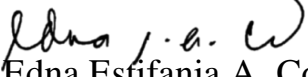




UNIVERSITY OF THE PHILIPPINES
Diliman Extension Programs in Pampanga and Olongapo

MEMORANDUM EEAC 20-14

FOR : All Regular Faculty Members and Lecturers

FROM : 
Dr. Edna Estifania A. Co
Director

SUBJECT : Christmas Gift Collection

DATE ISSUED : November 24, 2020

In keeping with tradition, we will be presenting to our family of 16 unit staff members, 9 utility personnel, and 11 security personnel a modest monetary gift to express our appreciation for their dedication to the unit, as well as their kind assistance to us throughout the year as we performed our own duties. This gift will be presented to them in a simple ceremony. To maintain the current protocols of social distancing, this will be distributed to them in small groups on Friday, 11 December 2020 starting at 11:30 am.

Kindly prepare the following amount and deposit in Ms. Carl Anne Sanguyu's account, **Landbank account: Carl Anne Sanguyu - 3077 0170 37**. Please send a screenshot of your deposit to her so she can keep track of the collections beginning today.

P800.00 – Assistant Professors & Lecturers/Senior Lecturers
P900.00 – Associate Professors/Professors & Professorial Lecturers

Thank you, and may God bless you for your generosity.