



REPUBLIC OF THE PHILIPPINES
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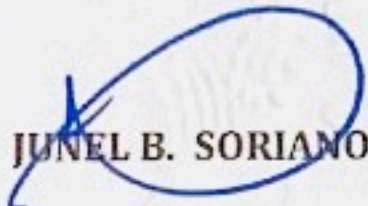
MEMORANDUM FROM THE DIRECTOR

TO : JUDITH A. MAGHANOY
Head, Procurement Unit

SUBJECT : ASSIGNING ADDITIONAL STAFF TO THE PROCUREMENT UNIT

In the exigency of service and to ensure the continuity in the process of procurement, an additional staff will be assigned to your unit as soon as we have completed with all the requirements for the said assignment. In this regard, please submit to the Office of the Director the specific functions, duties, and responsibilities of the said staff **on or before October 27, 2023**. Moreover, the above said additional staff will be in his/her concurrent capacity with his/her designation.

For your information and guidance.


JUNEL B. SORIANO, PhD