



UNIVERSITY OF THE PHILIPPINES DILIMAN

*Office of the University Registrar*

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03 December 2013

**MEMORANDUM ECA NO. 13-41**

TO: ALL COLLEGE SRE's and DEPARTMENT STAFF

FROM: EVANGELINE C. AMOR, Ph.D.  
University Registrar

RE: DEMONSTRATION AND BRIEFING OF THE NEW LOA AND CLEARANCE MODULES

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College SRE's and representative from each department of your college are requested to attend the briefing and demonstration of the LOA module and CLEARANCE module on 10 December 2013 (Tuesday) at the OUR Conference Hall A, 3<sup>rd</sup> Floor, OUR Building at 1:00pm.

For your compliance please.

Thank you very much