

PERSONNEL CHANGE NOTICE


*This is to request the following changes on the personnel record of **EMPLOYEE MARY ANN AMANTE** effective **14 JULY 2018**.*

	FROM	TO
DEPARTMENT	: SAME	: SAME
POSITION	: CSR - PATIENT PAY	: SAME
EMPLOYMENT STATUS	: PROBATIONARY	: PERMANENT
BASIC SALARY	: PHP16,000.00	: SAME
ALLOWANCE	: PHP2,400.00	: SAME


JUSTIFICATION:

Change employment status to Permanent after passing Probationary.

Noted by:

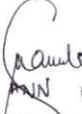

Jo Hanna Melecio
Human Resources

Recommended by:


Alfredo Camarillo Jr.
Director, Operations

Approved by:

Jay Gissinger
CEO


MARY ANN AMANTE
Employee Signature Over Printed Name