



UNIVERSITY OF SANTO TOMAS
OFFICE OF THE SECRETARY-GENERAL

UST:S006-00-CI06
AY: 2019-2020

TO: THE DEANS, REGENTS, DIRECTORS, PRINCIPALS AND HEADS OF DEPARTMENTS

FROM: THE OFFICE OF THE SECRETARY-GENERAL


SUBJECT: SUPPORT STAFF MONTHLY MASS ANNIVERSARY AND GENERAL ASSEMBLY

DATE: 7 NOVEMBER 2019

Upon the approval of the Office of the Vice Rector, please be informed that the members of the Support Staff will celebrate the **16th Monthly Mass Anniversary and 13th General Assembly consecutively on Thursday, December 5, 2019 at the Quadracentennial Pavilion Arena, from 1:30 p.m. onwards.**

To actively participate in the said activities, and as requested by the Human Resource Department, **all support staff personnel will be excused from their work on the above-mentioned date, from 1:00 p.m. onwards.**

Thank you.


FR. JESUS M. MIRANDA, O.P.
Secretary-General

