



UNIVERSITY OF SANTO TOMAS
OFFICE OF THE SECRETARY-GENERAL

UST:S006-00-CI15
AY 2018-2019

**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: 12 NOVEMBER 2018

Upon the approval of the Office of the Vice Rector, please be informed that the members of the Support Staff will celebrate the *15th Monthly Mass Anniversary* and *12th General Assembly*, at the Santisimo Rosario Parish and Central Seminary Gym, respectively, on **6 December 2018**.

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

Thank you.


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