

August 13, 2014

**RUSH**

Dear Principals,

Please see attached City Human Resource Management Department (HRMD) Memorandum No. 0561 entitled “**Free Flu-Vaccination**” for information of all concerned.

As per call from the City HRMD, School Board employees is scheduled today so please disseminate to the City Paid Employees under your jurisdiction.

Thank you very much....

Records Unit



Republic of the Philippines  
CITY OF MANDALUYONG

*City Human Resource Management Department*

MEMORANDUM NO. 0561  
Series of 2014

To : ALL CITY EMPLOYEES  
Subject : FREE FLU-VACCINATION  
Date : August 12, 2014

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Please be informed that as part of the City's Program on Health and Wellness, the City Mayor is providing an ANTI-FLU VACCINATION for free to all city employees through the City Health Department.

In view thereof, all city employees are encouraged to take the said medical procedure as prevention to the most common disease which is "FLU." You can come to the City Health Office (3<sup>rd</sup> Floor, Executive Bldg.) on August 11 – 15, 2014) from 9:00 a.m. until 4:00 p.m. At least 1,200 employees shall be accommodated per day.

Be guided accordingly.

Thank you.

  
FLORDELIZA DE LEON BONADOR  
City Personnel Officer

cc: All Offices