

	Republic of the Philippines Department of Health BAGUIO GENERAL HOSPITAL AND MEDICAL CENTER Baguio City		
	HOSPITAL PERSONNEL ORDER	Form No.:	HS-AO-003A
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		Effectivity Date:	February 01, 2017

CEASAR N. DAMASCO
10-22-19

HOSPITAL PERSONNEL ORDER
No. 2019-1037

FROM :  **RICARDO B. RUNEZ JR., MD, FPCS, MHA, CESE**
Medical Center Chief II

SUBJECT : Authority to Attend the One (1) Day Oncology Social Work Training

DATE : **October 18, 2019**

MS. IRENE B. LANGGOOK, Social Welfare Officer I of this hospital is hereby authorized to attend the above stated activity scheduled on October 25, 2019 at Jose R. Reyes Memorial Medical Center, Rizal Ave.,Sta. Cruz, Manila.

Under this order, Ms. Langgook is entitled to collect allowable expenses subject to the usual accounting and auditing rules and regulations.

A written narrative report and certificate of participation shall be submitted to PETRO and certificate of attendance shall be attached to their DTR to be submitted to the HRMO in compliance to Hosp. Memo. No. 2016-0095 dated September 8, 2016. An action plan shall also be submitted to implement improvement in the Medical Social Work Department.