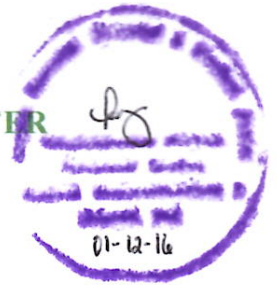




Republic of the Philippines  
Department of Health

**BAGUIO GENERAL HOSPITAL AND MEDICAL CENTER**



January 11, 2016

**HOSPITAL MEMORANDUM**

No. 2016- 0002

**TO : DR. RAY P. SUANDING, OIC CMPS  
MR. JOSELITO M. DATUD, Chief, Nursing Services  
MS. PRISCILLA P. GALISTE, CAO, HOPSS  
MR. EDWARD C. PUDLAO, FMO II, FMO**


**SUBJECT: Non-compliance to Hospital Memorandum No. 2010-017 Re: Policy and Procedures/Flow on Employees Annual Physical Examination**

Hospital Memorandum No. 2010-017 directs all Plantilla Personnel of the Baguio General Hospital and Medical Center to undergo annual Physical Examination on their birth month.

Per records submitted by the Department of Family and Community Medicine, the attached List of Personnel from your Department/Division/Section did not undergo Medical Examination for the year 2015.

It is therefore required for the concerned staff to explain in writing within seventy two (72) hours from receipt of this memorandum why no disciplinary action should be taken against them.

For strict compliance.

  
**EMMANUEL F. ACLUBA, MD, MHA**  
Medical Center Chief II 