



### NOTICE OF PERSONNEL ACTION

NAME Alsola, Mark Raven N.	EMPLOYEE NO. 1907500	DATE PREPARED Oct 23, 2020	
POSITION IT Support Associate	DATE HIRED Jul 29, 2019	AREA / LOCATION Estancia, Capitol Commons	
GROUP / DIVISION Corporate Resources Division	DEPARTMENT Information System & Information Technology	SECTION	
TIN / TAXCODE	SSS #	PAG-IBIG NO.	
<b>NATURE OF ACTION / CHANGE</b>			
<b>PARTICULARS</b>	<b>FROM</b>	<b>TO</b>	<b>EFFECTIVITY</b>
Resignation			Oct 23, 2020
Initiated by:	Endorsed by:	Checked & Reviewed by:	
Immediate Superior/ Date	Department Head / Date	Human Resources Head / Date	
Approved by:		Accepted by:	
Division Head / Date		Employee / Date	
DISTRIBUTION:	1 - Employee	2- 201 file	