

TO : All Employees

FROM : Happiness Resources Department

RE : Foundations of Leadership Excellence (FLEX)

DATE : August 18, 2018

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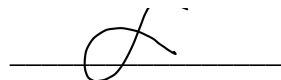
Considering that some of our STI Instructors will be taking their Licensure Examination for Teachers (LET) on September 30, 2018, our FLEX Workshop is moved to **October 20-21, 2018**. We will coordinate with you regarding the list of attendees at a later date.

We encourage everyone to participate in this life-changing seminar. Those who have already taken FLEX may volunteer to staff as well.

Should you have any other concerns please do not hesitate to approach us at HR office.

Other matters, like the venue will be announced later.

Thank you.



Lea R. Lacastesantos  
HR Manager



Atty. Angelique Margret T. Natividad  
HR Director