

To: Department Heads
STI College - Zamboanga

From: Lourdes Jane S. Climaco ^{May 7, 2019}
HR Admin Assistant

Noted by: Atty. Angelique Margaret T. Natividad
HR Director

Re: Notice of Separation

Date: May 7, 2019

This is to inform you that Honielyn J. Acabal, AO/ Immersion Coordinator of STI, has tendered her resignation effective June 7, 2019. Her last day of employment will be on June 6, 2019

In connection with this, kindly check her accountabilities for settlement on or before June 6, 2019.



For your information and guidance.

Thank you.