



## General MEMORANDUM

MEMO, NO. HRO-037 Series of 2025

April 3, 2025

To: **ALL DEPARTMENTS**

Re: **ANNOUNCEMENT OF NEWLY PROMOTED EMPLOYEES**

We are pleased to inform you of the promotion of the following employees, effective March 26, 2025:

NAME OF EMPLOYEE	REMARKS	FROM	TO	Effectivity
Janitte D. Lovitos	Promotion	Officer-In-Charge (OIC) - Medical Records Section	Medical Records Section Head	March 26, 2025
Lendell Venice G. Dago-oc, RN	Promotion	Nurse Station 1 Head Nurse	OIC – ER Supervisor	March 26, 2025

These promotions are made in response to the evolving needs of the hospital and in compliance with regulatory standards.

Please join us in congratulating Ms. Janitte and Mr. Lendell on their well-deserved promotions!

  
MARY KNOLL L. FERNANDEZ, RPh  
Human Resource Officer

Cc: file