

September 16, 2019

LEOPOLDO J. VEGA, MD, FPCS, FPATACSI, MBA-H

Medical Center Chief II

Southern Philippines Medical Center (SPMC)

cc: **Mr. Johann Manalang**

CMT III, IHOMP Head

Dear Dr. Vega,

FYI: Segworks All-Hands Meeting On September 27, 2019

Greetings.

In our effort to make sure all our personnel are up-to-speed with the practices, policies and standards of Segworks, this year we have setup quarterly all-hands meeting for all Segworks employees. By exchanging experiences and solutions to issues encountered by the different project teams, it is hoped that this activity will help improve the quality of services provided by Segworks to the Southern Philippines Medical Center (SPMC).

In this regard, we would like to request your kind permission to excuse our 24/7 onsite support personnel on September 27, 2019, Friday, 1:00pm – 11:00pm, as we hold our second all-hands meeting. To achieve the goals of the said activity, all Segworks employees are expected to attend.

To ensure the continuous worry free and smooth operation of the SPMC HIS, we will be setting up the following:

- Hotline number: 09338229421 "HIS Support" and 09082596683 "Technical Support"
- Coordination with the IHOMP team to accommodate calls and technical trouble shooting only during the specified period

We hope for your understanding and positive consideration of our request.

Respectfully yours,

ALOYSIUS L. TORRES

HR and QA Manager

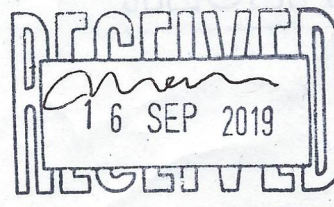
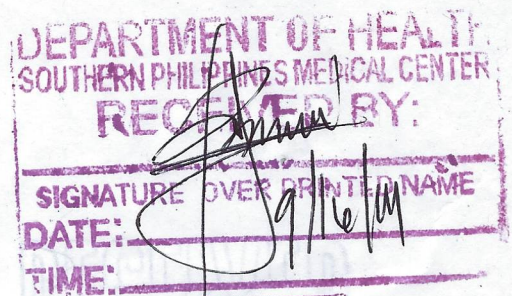
Segworks Technologies Corporation

Acknowledged:

DR. LEOPOLDO J. VEGA

Medical Center Chief II

Southern Philippines Medical Center (SPMC)



September 16, 2019

MR. JOHANN MANALANG

CMT III, IHOMP Head
Southern Philippines Medical Center (SPMC)

cc: **Ms. Regina Abadilla**
CMT II, SPMC Project Management Team

Dear Dr. Vega,

Dear Mr. Manalang.

Greetings.

Invitation: Segworks 15th Anniversary Celebration

Greetings.

We would like to invite you to Segworks' 15th Anniversary Celebration this coming September 27, 2019, 5:30pm. We have reserved three (3) slots for the IHOMP team.

It will just be a simple celebration, a gathering of all Segworks employees, enjoying good food, and reminiscing shared experiences with one of our most cherished counterparts, the IHOMP team.

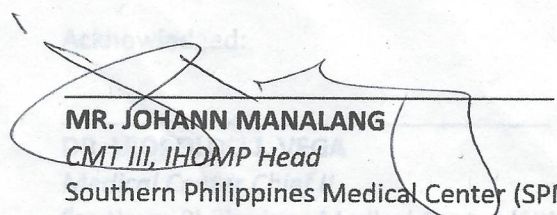
- What: Celebration of Segworks 15th Anniversary
- When: September 27, 2019, 5:30 pm – 10:00 pm
- Where: Star Hotel, Mabini St, Poblacion District, Davao City
- Attire: Smart casual

We look forward to your positive response, and to seeing you this September 27.

Respectfully yours,


ALOYSIUS L. TORRES
HR and QA Manager
Segworks Technologies Corporation

Acknowledged:


MR. JOHANN MANALANG
CMT III, IHOMP Head
Southern Philippines Medical Center (SPMC)

