

TO : All Concerned Department  
FROM : Finance - Service Accounting  
SUBJECT : Notice of Lateral Movement  
DATE ; November 12, 2025  
REF# : FIN-000-25-A-323  
CC : File / Dco / Svc / T&P / Ais / Mis / HR

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This is to inform all concerned departments of the following lateral movement resulting from the transfer of Ms. Elena R. Nipes to the Credit and Collection Department.

Effective November 15, 2025, **Ms. Mery Cherylyn M. Panaligan**, currently serving as Service Accounting Clerk, will assume the duties and responsibilities of Ms. Elena R. Nipes, Service Accounting Assistant - Field Services, in addition to her present role.

Your continued support and cooperation during this transition are highly appreciated.


Thank you!

Prepared by:

 11/12/25

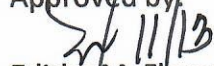
Richell V. Hicban  
Service Accounting Supervisor

Noted by:

 11/13/25

Thaddeus George C. Roman  
Accounting Assistant Manager

Approved by:

 11/13

Editha M. Flores  
Assistant Vice President