




Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
**National Capital Region**  
DOLE-NCR Building, 967 Maligaya Street, Malate, Manila



<b>MEMORANDUM</b>			
<b>TO:</b>	<b>DIRECTOR WARREN M. MICLAT</b> Financial and Management Service  <b>DIRECTOR ADELINE T. DE CASTRO</b> Planning Service		
<b>FROM:</b>	 <b>Atty. ANA C. DIONE, CPA</b> Regional Director	<b>DATE:</b>	<b>15 January 2019</b>
<b>SUBJECT:</b>	<b>4<sup>th</sup> QUARTER / ANNUAL PHYSICAL REPORT OF OPERATIONS FOR 2018</b>		

May we respectfully submit our 4<sup>th</sup> Quarter/ Annual Physical Report of Operations (QPRO – BAR No. 1) copy attached, for your consideration/consolidation and eventual submission to DBM and COA (e-copy emailed on January 15, 2019).


Please be advised further that the said report is posted at DOLE-NCR website.

We hope you will find our submission in order.  
Thank you.

Encl. a/s

Cc: **MS. BEVERLY M. CANAPI**  
OIC-State Auditor  
Audit Team Leader  
DOLE-NCR

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