

	<h1>Bureau of Corrections</h1>	Document Reference Code NBP-PR-001-F015	
		Revision No. 0	Effectivity Date 01/05/2018
CLASSIFICATION BOARD NOTICE OF MEETING FORM		Page 1 of 1	

CLASSIFICATION BOARD

NOTICE OF MEETING

SESSION NO. _____

Date

SUBJECT :

FOR :

Sir/Madam:

This is to respectfully request for confirmation of your presence on the scheduled meeting of the ___ Classification Board on _____ at _____ o' clock in the _____, at the _____, to deliberate _____.

Your favorable response on the matter is highly appreciated.

Respectfully yours,

Secretary, Classification Board

Copy furnished:

- 1 – Superintendent _____
- 1 – Chief, ARPDMD/RDC _____
- 1 – Medical Officer _____
- 1 – Chief, Education _____
- 1 – Chief, Industry Div. _____
- 1 – Documents Section _____
- 1 – Rep., Office of the DG _____