# 2025 ISSUED ADMIN MEMO

| NO | DATE | SUBJECT | Remarks |
|---|---|---|---|
| 1 | 3-Jan-2025 | Admin Memo 2025-001 - Organization Change | Sir Archie |
| 2 | 3-Jan-2025 | Admin Memo 2025-002 - Cadet Accomodation | Sir Archie |
| 3 | 10-Jan-2025 | Admin Memo 2025-003 - Crew Biodata Photo | Sir Archie |
| 4 | 18-Feb-2025 | Admin Memo 2025-004: Crew Health(Revised) | Sir Archie |
| 5 | 4-Mar-2025 | Admin Memo. 2025-05: Crewing Procedures Updates | Sir Archie |
| 6 | 7-Mar-2025 | 0307-ARC-1-Admin Memo: 2025-006: Crew Disembarkation Procedure | Sir Archie |
| 7 | 3-Mar-2025 | 0328- GC01 ADMIN MEMO - 2025-007: ADDITIONAL LEAVE CREDITS AS PER DOLE POLICY | Ms. Guia |
| 8 | 7-Apr-2025 | 0405-ARC-1-Admin Memo no.8 - Crewing Updates | Sir Archie |