

**บท.07**

**บันทึกข้อความ**

**หน่วยงาน...........................................................สังกัดฝ่าย..........................................................**

วันที่................เดือน.........................พ.ศ............................

เรื่อง .....................................................................

เรียน ผู้อำนวยการโรงเรียนอัสสัมชัญอุบลราชธานี

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ขอแสดงความนับถือ

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(................................................)

ความคิดเห็นเพิ่มเติมของหัวหน้างาน...........................................................................................................................................

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(ลงชื่อ).........................................................

(.........................................................)

ความคิดเห็นเพิ่มเติมของหัวหน้าฝ่ายบริหารทั่วไป...................................................................................................................... ....................................................................................................................................................................................................

(ลงชื่อ).........................................................

(ม.เอกสิทธิ์ อ่อนสมจิตร์)

ความคิดเห็นของผู้อำนวยการ  รับทราบ  อนุมัติ  ไม่อนุมัติ

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(ภราดา ดร.เกรียงศักดิ์ มายอด)

ผู้อำนวยการโรงเรียนอัสสัมชัญอุบลราชธานี