

**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