

## MEMO

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REF. No. :- M220001  
DATE :- 29<sup>th</sup> January 2022  
ATTN :- All Polucon Group Staff  
**RE :- MONTHLY MEETING**

All members of staff of the Polucon Group are hereby notified that we are scheduled to have a prayer meeting on Tuesday 01<sup>st</sup> February 2022 at 9:00 A.M.

The meeting will be conducted online within the platform of zoom.

IT team will share the link before the due dates.

The main agenda of the meeting will be: -

- To see, meet & Greet
- Employee interactions
- Thanksgiving
- Successes, Challenges & Concerns from all members

Thank you for usual cooperation and Keep safe.

*S. Mwamachi*  
HRO.

C.C :- MANAGING DIRECTOR

ADMIN DIRECTOR

GENERAL MANAGER

