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| **SECURITY OBSERVATION WORKSHEET** |
| For the Month of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **DATE** | **OBSERVATION** | **DIV/SECTION/UNIT CONCERNED** | **ACTION TAKEN** |
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Prepared by: Noted by:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **VIRGINIA A. VINALAY**

Security Guard Administrative Officer V

