



Republic of the Philippines  
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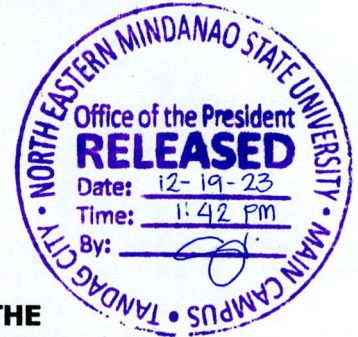
**MEMORANDUM FROM THE OFFICE OF THE PRESIDENT**  
**No. 12 - 014, s. 2023**

**FOR : ATTY. DANIEL L. DIAZ**  
Dean, College of Law

**FROM : SUC President III**

**SUBJECT : DESIGNATION AS OIC OF THE OFFICE OF THE PRESIDENT**

**DATE : December 19, 2023**



In view of the official travel of the President to Manila for the 4<sup>th</sup> Quarter Regular Board of Regents Meeting, you are hereby designated as the OIC of the Office of the University President in addition to your academic functions on December 19, 2023. As such, you are authorized to represent him in all other official functions in which his service is required.

Those that pertain to policy-decisions and financial matters shall be held in abeyance until the President returns to his office.

Please be guided accordingly.

Digitally signed  
by Loayon  
Nemesio Gallardo  
Date: 2023.12.19  
13:37:47 +0800

**NEMESIO G. LOAYON, PhD**  
SUC President III

Cc:  
Vice Presidents  
Accountant III  
Budget Officer III  
Cashier III  
Records Officer III/Designated Director for Planning  
OP- Records Section