



Republic of the Philippines
North Eastern Mindanao State University

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MEMORANDUM FROM THE OFFICE OF THE PRESIDENT

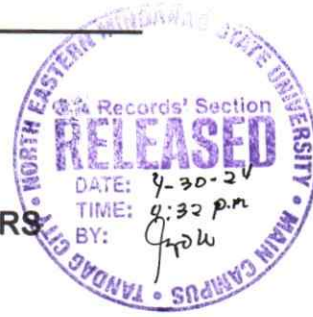
No. 04- 062, s. 2024

TO: GENERAL SERVICES, UTILITY PERSONNEL, CARPENTERS

FROM: SUC President III

SUBJECT: PREPARATION FOR THE VISIT OF COMMISSIONER DARILAG

DATE: April 30, 2024



In the exigency of service, you are hereby requested to report on duty on your designated area of assignment or as may be required in preparation for the visit of CHED Commissioner/Chairperson BOR-NEMSU. In addition to your usual work assignment please coordinate with the General Services for further clearing and maintenance activities to ensure that everything is in place during the visit. As such you are directed to report from 8:00 AM - 5:00 PM or equivalent to a one (1) day regular duty. Thank you for the usual support!

NEMESIO G. LOAYON, PhD
SUC President III

ABUNDIO C. MIRALLES, Ed. D.
VP for Admin and Finance

4-30-24