



Republic of the Philippines
North Eastern Mindanao State University
 Rosario, Tandag City, Surigao del Sur 8300
 Telefax No. 086-214-4221
 Website: www.nemsu.edu.ph



MEMORANDUM FROM THE OFFICE OF THE PRESIDENT
No. 05-025, s.2024

TO : VPAF, HRMO, GENERAL SERVICES, CAMPUS DIRECTOR
FROM : SUC President III
SUBJECT : CSC REQUEST AND FOCAL PERSON
DATE : May 16, 2024



Per approved request of Civil Service Commission and in the exigency of service the following personnel are directed to implement and oversee the implementation of the said assigned tasks and assignments. Attached is the proposed layout of the venue for the reference of the personnel involved. The HRMO and the VPAF will be the focal persons in this directive. Please be guided accordingly.

NEMESIO G. LOAYON, PhD.
 SUC President III

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

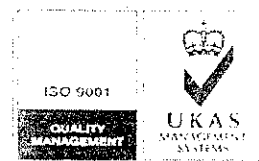
MAY 16 2024

Cc: Office of the University President
 Office of the VPAA Office of the VPAF Office of the VPREIRGAS
 Office of the Campus Director HRMO GSU



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: 1. Bohol, Mary Arie Gamulo

: 1. Ocoy, Mariloyd Genoves
2. Salera, Arrienne Mae Salimbagat

: 1. Bandoy, Emalyn Estose
2. Huerte, Janice Yparraguirre

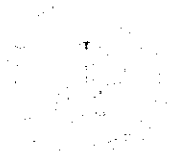
: 1. Ramos, Villa Lyn Melo
2. Ortuyo, Judalyn Patricio
3. Salas, Janice Aragao
4. Damian, Maryjoy Camingue
5. Lozaldo, Richel Ocon

: 1. Taypa, Abeta Mendez
2. Momo, Roel Abarico

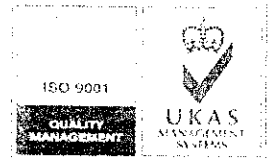
: 1. Lumanao, Raymond Bacolcol
2. Quintana, Romanito Abines

1. One switch hub – 16 ports
2. Sufficient LAN cables
3. Extension wires
4. 11 computer units
5. 5 printers

1. 20 tables
2. 80 plastic chairs



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3. Electric fans
4. Comfort rooms: in-charge utility

1. FERNANDO COMPARATIVO
2. DODONG PLAZA

c/o 1. MS. OFELIA TRINIDAD, 2. JANETH CORTES, 3. JOSEPHINE
FERNANDEZ

1. 5 MALES (civil service)
2. 1 FEMALE (civil service)

Prepared by:


Concepcion G. Badayos
AO IV/ HRMO II

Noted by:

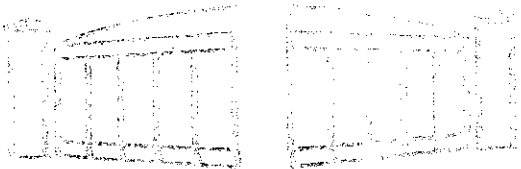
Roel T. Lim, JD, MPA
AOV/ HRMO III

NEMSU
GYM

WAITING AREA

ENTANCE

OUTSIDE GYM SET-UP



STAGE (FOOD STATION)

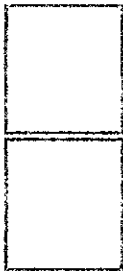
Medic, Helpdesk &
Announcer

WAITING AREA

BLEACHERS

BLEACHERS

Step 3 - Encoding/Fill-out Area



Waiting Area

Step 6 - Exit

EXIT
/
COMFORT
ROOM



Server
switch hub

WAITING AREA

INSIDE GYM SET-UP

ENTRANCE