

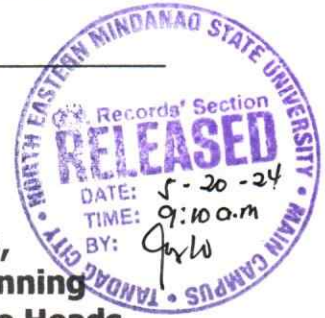


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**MEMORANDUM FROM THE OFFICE OF THE PRESIDENT**  
**No. 05- D30, s. 2024**



**TO: VPRE, VPAF, VPAA, Campus Directors, Deans, Directors, Board Secretary V, CAOs, SAOs, Budget Officer III, Planning Officer, HRMO, Accountant III, and all other Unit/Office Heads**

**SUBJECT: EXECUTIVE COMMITTEE MEETING AND MANAGEMENT COMMITTEE MEETING**

**DATE: May 9, 2024**

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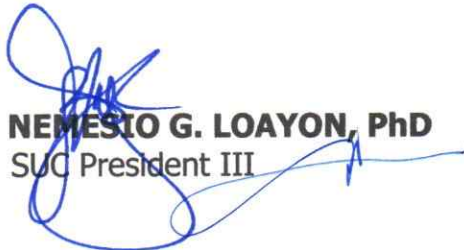
This is to inform you that the Executive Committee Meeting is scheduled on May 22, 2024, at 9:00 am in the Conference Room, New Administration Building, Main Campus, Tandag City, and the Management Committee Meeting on May 29, 2024, respectively, same time.

Participants of the said meeting are the VPRE, VPAF, VPAA, Campus Directors, Board Secretary V, CAOs, SAOs, Budget Officer III, Planning Officer III, Accountant III, and all other Unit/Office Heads.

Expenses incurred in this meeting to cover meals and snacks shall be funded from the general funds of the University. These meetings shall be held hybrid via Zoom. Link details will be provided soon.

The University Secretary shall therefore prepare the agenda of the meeting in concurrence with the President.

For information and strict compliance.

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