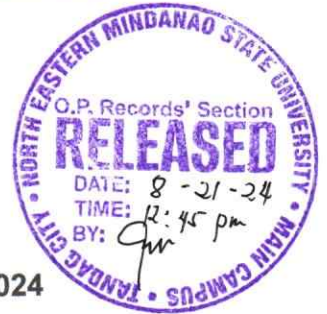




Republic of the Philippines
North Eastern Mindanao State University

MEMORANDUM FROM THE OFFICE OF THE PRESIDENT
No. 08 - D22, s. 2024

TO: Mr. Michael Estose - Casual Driver
DATE: August 21, 2024
SUBJECT: ASSIGNMENT AS TRUCK DRIVER FOR LOCAL MASTS 2024



Greetings of peace and solidarity.

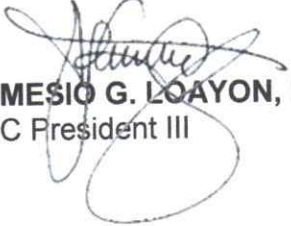
In the exigency of service and in view of the conduct of Local MASTS 2024 on August 21-22, 2024, you are enjoined to drive the truck today and tomorrow for the purpose of the aforementioned event.

Furthermore, please be informed that Mr. Marcelo Pagapong Jr. shall serve as the standby driver at Tandag Campus, should the need arise.

Expenses incurred in this event including transportation expenses shall be charged to Local MASTS Fund subject to the usual accounting and auditing rules and regulations.

Please be guided accordingly.

For the grassroots and in the spirit of vibrant leadership,


NEMESIO G. LOAYON, PhD
SUC President III

Cc: *Mr. Marcelo Pagapong*
O OCD
HRM Unit
Accounting Unit
Budget Unit
General Services Unit
File c/o Records Unit

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