



Republic of the Philippines
North Eastern Mindanao State University

MEMORANDUM FROM THE OFFICE OF THE PRESIDENT
 No. 0100, s. 2025

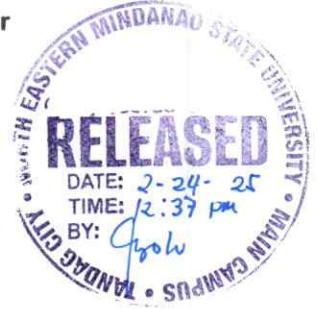
TO: Dr. Evelyn T. Bagood
 Dr. Romeo A. Patan
 LASS Adviser & Governor

**OSWD Director
 Dean, CAS**

Cc: Vice President for Academic Affairs
 OIC Campus Director of Tandag
 General Services Unit
 Budget Unit

DATE: February 24, 2025

SUBJECT: NEW OFFICE ASSIGNMENT IN LIGHT OF THE DESIGNATIONS
 RECENTLY CONFIRMED BY THE BOR



Greetings of peace and solidarity.

In light of the changes in designations of the University which took effect last February 2, 2025, the herein office areas/assignment shall be enforced:

Designee	Previous Designation	New Designation	Current/Previous Office	New Office/Space
Dr. Evelyn T. Bagood	OIC Campus Director of Tandag	Director for Student Welfare and Development	Office of the Campus Director of Tandag	Former Office of the OSWD Director, now Office of the CAS Dean
Dr. Romeo A. Patan	CAS Dean	<i>Renewed designation as CAS Dean</i>	Former Office of the OSWD Director, now Office of the CAS Dean	LASS Office
			League of Arts & Sciences Students (LASS)	Former OSWD Head's Office beside the Sports Development Head's Office

These changes are implemented to ensure a seamless transition of duties and responsibilities, align office functions with current administrative priorities, and enhance operational efficiency.

We appreciate your cooperation and support in this transition. Please coordinate with the relevant offices to ensure the orderly transfer of office space and minimal disruption to existing processes. You may contact the Office of the SUC President III if you require further clarification.

The OIC Campus Director and the General Services Unit Head shall oversee and assist in the necessary transition of these office assignments.

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These changes are made to maximize available office space. Rest assured that the concerned units will facilitate refurbishment of offices in preparation for the monitoring to be conducted by the Commission on Higher Education Regional Office through the new Regional Director.

Thank you for your continued commitment to the university's goals. Padayon sa pag-ALPAS NEMSU!

For the grassroots and in the spirit of vibrant leadership,


NEMESIO G. LOAYON
SUC President III

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