



Republic of the Philippines  
**North Eastern Mindanao State University**



**MEMORANDUM FROM THE OFFICE OF THE PRESIDENT**  
No. 0112 , s. 2025

**TO:** Clara G. Erlina (Committee Head, PAGPADAYAG 2025)  
All Committee Members  
*Snacks and Dinner Services in coordination with the caterer*  
Executive Assistant III  
All others concerned

**Cc:** Campus Director of Tandag  
Dean, College of Business and Management

**DATE:** February 28, 2025

**SUBJECT:** 4<sup>TH</sup> COORDINATION MEETING FOR PAGPADAYAG 2025: THE 2<sup>ND</sup>  
STATE OF THE UNIVERSITY ADDRESS

Greetings of peace and solidarity.

Please be informed of the 4<sup>th</sup> Coordination Meeting for the PAGPADAYAG 2025: The 2<sup>nd</sup> State of the University Address, intended for the **Committee on Snacks and Dinner Services** in coordination with the service provider.

The meeting is set today, **February 28, 2025 at 2:00 p.m.** Venue will be at the BS Hospitality Management (**BSHM**) Faculty Office.

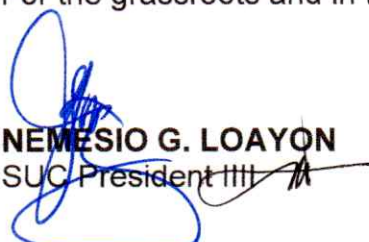
The meeting will be conducted in order to plan an orderly and smooth event which will be attended by members of the Board of Regents, Heads of Partner Agencies, and other expected guests.

The meeting will be attended the invited representative from the service provider in order to properly coordinate things relative to the committee's function. The Executive Assistant III will represent the Office of the President to this meeting.

Thank you for your utmost cooperation for our upcoming event. Padayon sa pag-ALPAS NEMSU!

For your information and adherence. Immediate and wide dissemination of this memorandum to all concerned is highly desired. Attached is the list of committee members as issued through Memorandum from the OP No. 0089, s. 2025.

For the grassroots and in the spirit of vibrant leadership,

  
**NEMESIO G. LOAYON**  
SUC President III