



Republic of the Philippines
North Eastern Mindanao State University

MEMORANDUM FROM THE OFFICE OF THE PRESIDENT

No. 0202, s. 2025

TO: Campus Director of Cantilan and Tagbina
The Craftsman Publication (Cantilan) and their Adviser
The Vocal Ensemble (Tagbina) and their Adviser
Accountant and Budget Officer of the concerned campuses
All others concerned

DATE: April 23, 2025

SUBJECT: TRANSPORTATION AND TRAVEL EXPENSES CLAIM OF THE
INVOLVED COMMITTEES FROM CANTILAN AND TAGBINA
CAMPUSES FOR THE PAGPADAYAG 2025: THE 2ND STATE OF THE
UNIVERSITY ADDRESS



Greetings of peace and solidarity.

Relative to the involvement of Cantilan Campus' Craftsman Publication and Tagbina Campus' Vocal Ensemble for the upcoming PAGPADAYAG 2025: The 2nd State of the University Address on April 30, 2025; 2:00 PM at the NEMSU Tandag Gymnasium, advisers and students are hereby informed to adhere to the below details.

In consonance to existing accounting and auditing rules and regulations, the involved advisers and students shall be eligible for transportation and travel expenses. Board and lodging cost of 500.00 per head shall be paid through the cashier of Tandag Campus for the issuance of official receipt, while transportation can be catered through respective campus vehicles if available. Only PM snacks and dinner will be served during the actual day of the event. The rest of the transportation, meals, and board & lodging, and incidental expenses shall be covered in the transportation and travel expenses claim.

Should you have concerns, you may contact the Protocol Officer for Special Events through the Office of the President.

Attached in this memorandum is the list of involved advisers and students.

Thank you and please be guided accordingly. Padayon sa pag-ALPAS NEMSU!

For the grassroots and in the spirit of vibrant leadership,


NEMESIO G. LOAYON
SUC President III



Republic of the Philippines
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Enclosure to Memorandum from the Office of the President, re: TRANSPORTATION AND TRAVEL EXPENSES CLAIM OF THE INVOLVED COMMITTEES FROM CANTILAN AND TAGBINA CAMPUSES FOR THE PAGPADAYAG 2025: THE 2ND STATE OF THE UNIVERSITY ADDRESS

Involved Committees from Cantilan and Tagbina Campuses for the PAGPADAYAG 2025: The 2nd State of the University Address

THE CRAFTSMAN (11)

Irri Ann G. Azarcon

Lyriss J. Jayme

Charisse F. Plaza (layout artist)

Bernadette Jenn G. Cabusas (writer/photog)

Christian John Arpilleda (writer)

Willy James G. Adante

Van Carlo D. Callote

Paul Reggie P. Lipao

CJ Lance B. Cubillas

Elton Jose C. Armendarez

Adviser: Juliet G. Fallado

VOCAL ENSEMBLE (9)

1. ONTUA, DARA JESSA D.
2. PEGGY, LOVELY JOY O.
3. CONDE, ALEEN Y.
4. ANDOJAR, MERBEN JUN T.
5. CALIPUSAN, ARJHON E.
6. BARIAL, KJ A.
7. PARA, AIME JANE G.
8. SABATIN, ANIE ROSE

Adviser: Carl Martin R. Engcoy

Total: 20