



Republic of the Philippines
North Eastern Mindanao State University



MEMORANDUM FROM THE OFFICE OF THE PRESIDENT
No. 0266, s. 2025

TO: VPAF, OIC CD-Tandag Campus, CAO-Finance Division, CAO-Admin Division, IGP Director, IGP Head - Tandag Campus, Legal Officer III, Accountant III, Records Officer III, QA Office Head, Auxiliary Head - Tandag Campus, ICT Unit Head, IGP Staff, Payroll In-charge, Dormitory In-charge,

DATE: July 16, 2025

SUBJECT: RESCHEDULING OF SPECIAL AUDIT: EXIT CONFERENCE

Greetings of peace and solidarity.

Please be informed that the **Special Audit: Exit Conference** originally set on July 17, 2025, has been rescheduled to August 4, 2025 from 9:00 am – 11:30 am at Old Board Room.

The adjustment was made due to the prior commitments and availability of the expected participants. Hence, all offices and concerned personnel are advised to take note of the new schedule and extend their full support to ensure the smooth and successful conduct of the Special Audit: Exit Conference.

Please be guided accordingly.

For the grassroots and in the spirit of vibrant leadership,


NEMESIO G. LOAYON, PhD
SUC President III

Cc: OVP's Internal Audit Unit File c/o Records Unit (Original Copy)