



Republic of the Philippines
North Eastern Mindanao State University

NORTH EASTERN MINDANAO STATE UNIVERSITY
TANDAG CAMPUS
RECORDS OFFICE

MEMORANDUM FROM THE OFFICE OF THE PRESIDENT
No. 5942, s. 2025

RELEASED

DATE: 9-19-2025
TIME: 2:25 PM
BY: [Signature]

To : **MS. MARICEL D. PLAMOS** - Administrative Aide I
MS. JOY MONTENEGRO - Administrative Aide VI (Clerk III)

Date : September 17, 2025

Subject : **TRANSFER OF OFFICE ASSIGNMENT**

Greetings of peace and solidarity!

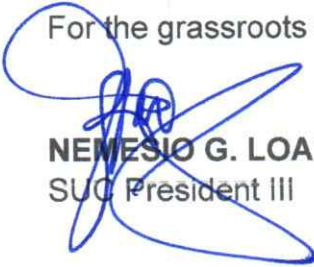
In the exigency of service and to address organizational requirements, the following personnel are hereby directed to transfer to wit;

1. **Ms. Maricel Plamos** – from the **Accounting Unit** to the **College of Medicine**.
The College of Medicine is in need of her services given her knowledge and familiarity with the systems and processes of the University, which are important in ensuring the efficient management of its operations.
2. **Ms. Joy Montenegro** – from the **Research Office** to the **Birthing Clinic**.
This transfer is in line with her reassignment to her original unit, where her expertise and prior experience can be maximized, especially now that the Birthing Clinic is working on its compliance requirements for operations.

All concerned offices are directed to provide full support and cooperation to facilitate the smooth transition. Further, the above-mentioned personnel are directed to turn over their duties and functions to their Immediate Head within 2 days upon receipt of this Memorandum.

For your guidance and strict compliance. Padayon sa Pag-ALPAS NEMSU!

For the grassroots and in the spirit of vibrant leadership,


NEMESIO G. LOAYON, PhD
SUC President III