



31 July 2023

**MEMORANDUM NO.** 873  
Series of 2023

**T O: Mr. Marcho P. Bandalan**

**R E: Deployment to the Physical Plant Office**

As part of the continuing management innovations of the university, you are hereby relieved of your present assignment effective August 1, 2023, and will be deployed to the Physical Plant Office.

Kindly report to Engr. Mario Lilio P. Valenzona, Director, PPO for your new assignment. However, please ensure that proper turnover of your present duties and responsibilities shall be made prior to leaving your post.

The Human Resource Management Office is hereby directed to oversee the redeployment.

For compliance.

**EDGARDO E. TULIN**  
President

cc: Dr. DLSTan  
Engr. MLPValenzona  
Ms. AMFlores  
PPO  
SPO  
HRMO/RSPPRO  
Records  
File