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MEMORANDUM NO. 71

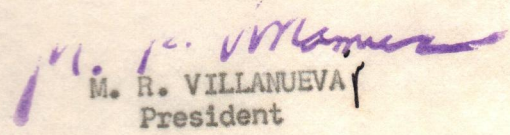
TO: Mr. Dominador S. Ugsang
Chief, Security Office

RE: TRANSFER OF SECURITY OFFICE TO THE OFFICE OF THE PRESIDENT

This is to formalize a Board of Trustees' action approving the recommendation of the Task Force on Security, as affirmed by the President's Advisory Council, transferring the jurisdiction over the Security Office from the Office of the Administrative Officer to the Office of the President, effective upon approval by the Board in its meeting held in VISCA, Baybay on March 20, 1987. Consequently, all administrative procedure in the operation and discharge of functions of the Security Office shall be done under the Office of the President.

In this connection, it is understood that the Security Office, through its Chief, shall be held responsible for the enforcement of College's rules and regulations concerning security, traffic, crime prevention, and others on campus and along the highway traversing the campus property. Every member of the Security Force is expected to be physically fit, to know all College's rules and regulations and to hold the welfare and interest of the institution over and above personal interests like a military man.

Please be guided accordingly and inform all concerned.


M. R. VILLANUEVA
President