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Office of the President

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MEMORANDUM NO. 54

Series of 2008

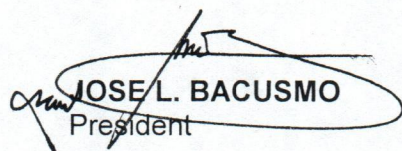
**T O: Mr. Chito L. Leonor
Mr. Cesar P. Quiñones
Mr. Ramon V. Tuyan**

R E: New Assignment

In view of the extended recuperation period recommended for Mr. Cesar P. Quiñones, driver of NCRC, effective February 25, 2008, Mr. Chito L. Leonor is hereby assigned to drive the NCRC vehicle while Mr. Quiñones is assigned to the drivers pool at the General Services Office. Moreover, Mr. Ramon V. Tuyan, driver of BIDANI will be deployed (with the BIDANI vehicle) to the Office of the Vice President for Research and Extension. Henceforth, Dr. Othello B. Capuno will dispatch the BIDANI vehicle.

Dr. Capuno and Dr. Eutiquio E. Sudaria are requested to facilitate an orderly turn-over of keys, tools and other items related to the vehicles involved.

Please be guided accordingly.


JOSE L. BACUSMO
President

cc: Dr. O. B. Capuno, OVPRE
Dr. E. E. Sudaria, NCRC
GSO
BIDANI
HRMDO
Records
File