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Office of the President

29 February 2012

MEMORANDUM CIRCULAR NO. 10

Series of 2012

T O: All VSU Faculty and Staff

R E: Orientation on the Revised SALN Forms

The Office of the Director for Administration & Human Resource Development in coordination the Legal Office will conduct a series of half-day orientation seminars in the filling-up of the Revised Statement of Assets, Liabilities and Net Worth (SALN) form in the following venues and schedule:

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|---|---------------------------|
| 1. Administration Bldg. (OVPAF Conference Room) | - March 5, 2012 (8:00 am) |
| 2. Engineering Building Auditorium | - March 6, 2012 (8:00 am) |
| 3. DASS Conference Hall | - March 7, 2012 (8:00 am) |
| 4. CCE (for lower campus offices) | - March 8, 2012 (8:00 am) |
| 5. PhilRootcrops Training Hall | - March 9, 2012 (8:00 am) |

All regular faculty and staff who are required by law to fill-up and submit SALN are encouraged to attend this orientation on the date and venue more convenient to you.

Please be guided accordingly.

for
Jose L. Bacusmo
JOSE L. BACUSMO
President *me 3/2/12*