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Office of the President

23 September 2005

MEMORANDUM NO. 251

Series of 2005

T O: Engr. Celso F. Gumaod
Mr. Rogelio I. Cailing


R E: Maintenance of Fire Truck

8/10/3

At present, the fire truck is just kept in the garage without any maintenance. The Security Guards who are authorized to drive the said vehicle during emergency calls have no time to do the regular maintenance/check up as they are always on tour of duty as Security Guards.

In view of this, effective immediately, Mr. Rogelio Cailing is hereby directed to maintain and regularly check up said fire truck to ensure that it is always in good running condition for immediate response to emergency calls. Mr. Cailing is requested to coordinate with Dr. Juan Labra and the guards authorized to drive this fire truck.

Please be guided accordingly.


PACIENCIA P. MILAN
President

cc: Dr. J. Labra
PPO
Records
File

8/10/2