



LEYTE STATE UNIVERSITY

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Office of the President

27 June 2005

MEMORANDUM NO. 132

Series of 2005

T O: Mr. Juvito P. Magnawa

R E: Written Explanation

Please submit in writing within 72 hours from receipt hereof why you should not be administratively charged for Gross Neglect of Duty and Inefficiency and Incompetence in the Performance of Official Duties relative to your acts as mentioned in the attached written report of Chief Security Officer, Mr. Diego R. Petronio.

For compliance.


PACIENCIA P. MILAN

President 

cc: Dr. Roberta C. Lauzon

Leyte State University
College of Fisheries
Tolosa Campus
Tolosa, Leyte

Subject : WRITTEN REPORT

To : DR. ROBERTA D. LAUZON
Dean

: MRS. ELVIRA L. SABULAO
Administrative Officer II

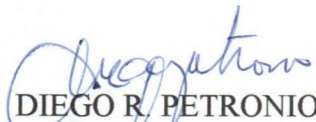
MADAM:

That, at about 1900 hrs. on June 9, 2005 the undersigned received telephone call from the incoming guard ELMO R. PEREZ informing me that the guard-on-duty was not around, the school campus was very dark, the administration building was widely open. The undersigned came automatically to the school campus and it was confirmed that the guard-on-duty JOVITO P. MAGNAWA abandoned the school compound.

That, we are also informing you that this activity of Watchman JOVITO P. MAGNAWA has been done already many times before, we even advise him to refrain from doing so. He does not record in our log book important event in his tour of duty. For example, the catching of fish of Mr. Carcueva in our fishpond third compartment last April 16, 2005.

That, evaluating the circumstances surrounding the performance of Watchman Jovito P. Magnawa, we could therefore say that he was not fit for the position.

For information.


DIEGO R. PETRONIO
Chief Security Officer

June 10, 2005