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MEMORANDUM NO. 903
Series of 2024

TO: Ms. Honey Sofia V. Colis

RE: Deployment to the Human Resource Management Office

FROM:  DR. PROSE IVY G. YEPES
University President

DATE: November 13, 2024

As part of the continuing management innovations of the university and the implementation of the Revised Organizational Structure and Staffing Standards (ROSSS), you are hereby relieved of your present assignment **effective immediately** and will be deployed to the **Human Resource Management Office**.

Kindly report to Dr. Elwin Jay V. Yu, Vice President for Admin. and Finance, for your new assignment. However, please ensure that proper turnover of your present duties and responsibilities shall be made prior to leaving your post.

The Human Resource Management Office is hereby directed to oversee the redeployment.

For compliance.

cc: Dr. EJVVu
Atty. RSGuinocor
HRMO/RSPPRO
Records
File