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Office of the President

26 December 2012

MEMORANDUM NO. 313

Series of 2012

T O: SG Edilberto V. Mendoza

R E: Recall of Leave

In the exigency of the service, your approved leave of absence on December 29 & 30, 2012 is hereby recalled. As such, you are directed to follow the duty-detail order in the shifting schedule for December 2012.

For compliance.


JOSE L. BACUSMO

President *mc 12/27/12*

cc: PRPEO
Records
File

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17/11

VISAYAS STATE UNIVERSITY

ViSCA, Baybay City, Leyte

SECURITY SERVICES OFFICE

04 December 2012

Re-call Order No.8 S-2012

Dr. JOSE L. BACUSMO

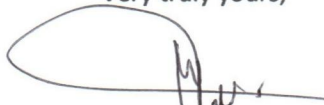
President

Visayas State University

ViSCA, Baybay City, Leyte

1. Due to exigency of service, **SG Mendoza, EV** is hereby ordered to report on 29 and 30 December 2012.
2. You are advised further to follow the duty-detail-order stated in our shifting schedule for the month of December 2012.
3. For strict compliance.

Very truly yours,



CELSON GUMAOD
Head, Security Office