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# VISAYAS STATE COLLEGE OF AGRICULTURE

Baybay, Leyte, Philippines

Office of the President



## MEMORANDUM NO. 100

Series of 2000

25 May 2000

5/26/00  
T O: *5/26/00*  
Dr. Zozimo de la Rosa - Chief Security Officer, 11/1994-09/1998  
Engr. Climaco D. Espina - Chief Security Officer, 10/1998-10/1999  
Mr. Venerando B. Jose - Security Officer II  
Ms. Lourdes B. Cano - Administrative Officer/HRMDO, 1995-1999  
Dr. Nerelito P. Pascual - VP for Administration, 1993- present

R E: **Submission of Written Report on Action(s) Taken as Head of Office Relative to the Renewal of Firearms Licenses and Security Guard Licenses**

Per facts gathered from the Security Office of the College, it has been established that the licenses of the firearms as well as the licenses of some of the security guards of the college have lapsed during your respective terms of office for reasons that this Office is not aware of.

You are hereby directed to immediately make a written report within 24 hours addressed to this Office stating clearly the actions taken by you in relation to the said firearms licenses and individual security guard licenses. These administrative lapses have placed ViSCA in a very disadvantageous and dangerous situation. You are further directed to append any or all documentary evidence in support of your report.

This action is undertaken in connection with the fatal shooting incident in campus last 20 May 2000.

For strict compliance.

*[Signature]*  
**DANIEL M. TUDTUD, JR.**  
Officer-in-Charge



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