MEMORANDUM NO. 110 Series of 1988

> T O: Atty. Luz M. Polistico Legal Officer

R E: Conduct of Administrative Investigation

Please serve as Chairman of the investigation committees created by this office in connection with the cases filed by certain College personnel against Dr. Romeo Raros of the Department of Forestry and Ms. Loida Nasayac of the Regional Coconut Research Center. The cases must be looked into in the context of the respective memoranda issued on those cases by this Office. Likewise the memberships of the committees are indicated in the respective memos.

Please initiate the investigations in the sequence of the cases, following Civil Service rules, and the corresponding policy of the College and submit your recommendations as soon as possible.

A. VILLANUEVA