January 27, 1998

MEMORANDUM NO. Series of 1998

T O: Dr. Rebecco M. Santiago
Prof. Aurora S. Alkuino
Ms. Lourdes B. Cano
Dr. Zosimo M. de la Rosa
Ms. Asteria A. Sevilla

R E: Formal Investigating Committee

With Dr. Rebecco Santiago as chairman and Ms. Asteria Sevilla as secretary, please constitute yourselves into a Formal Investigating Committee to investigate Mr. Ricardo J. Gonzaga, Jr. for grave misconduct unbecoming of a security guard.

Attached are pertinent documents relative to this case.

Please submit the result and recommendation of your committee on or before March 6, 1998.

SAMUEL S. GO President

cc: Mr. R.J. Gonzaga, Jr.