



5 April 2023

MEMORANDUM NO. 591
Series of 2023

T O: Ms. Lilibeth Victoria V. Pagalan
R E: Deployment to the Records Office

As part of the continuing management innovations of the university, you are hereby relieved of your present assignment effective April 12, 2023, and will be deployed to the Records and Archives Office.

Kindly report to Ms. Ma. Roberta S. Miraflor, Head, Records and Archives Office, 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.

EDGARDO E. TULIN
President

cc: Dr. D. S. Tan
Ms. H. S. V. Colis
Ms. MRSMiraflor
Ms. JCEcleo
Mr. JOArribado
Eco-FARMI
Procurement
HRMO/RSPPRO
Records
File