

Office of the President

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2 October 2018

MEMORANDUM NO. 348
Series of 2018

T O: Ms. Asteria A. Sevilla

- Secretariat

Ms. Jennifer B. Jayme

- Secretariat

R E: Designation as Secretariat to Fact-Finding Committee

You are hereby designated to provide Secretariat services to the Fact-Finding Committee tasked to investigate on the complaint against the Espina couple.

Attached are pertinent cocuments for your reference.

Kindly coordinate with Ly. Candelario L. Calibo the Committee Chairperson regarding this assignment.

Please be guided accordingly.

EDGARDO E. TULIN