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Office of the President

28 December 2015

MEMORANDUM NO. 284


Series of 2015

T O: Dr. Roberto C. Guarte

R E: Recall of Leave

In the exigency of the service, you are hereby recalled from your approved leave of absence on December 22, 23, 24, 28 & 29, 2015. Your services are needed, among others, to finalize and close 6 bidding post qualification documents; supervise on-going construction of the Engineering Annex Building and preparation of important ISO documents for the College of Engineering.

For compliance.


EDGARDO E. TULIN oic
President 12/29/15

cc: PRPEO
Records
File