



26 June 2023

**MEMORANDUM NO. 684**  
Series of 2023

**T O: Mr. Roland Q. Tan**

**R E: Deployment to the Physical Plant Office – Grounds and Landscape Maintenance Unit**

As part of the continuing management innovations of the university, you are hereby relieved of your present assignment effective July 3, 2023, and will be deployed to the Physical Plant Office – Grounds and Landscape Maintenance Unit.

Kindly report to Mr. Roden D. Troyo, Head, Grounds and Landscape Maintenance Unit 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

MC 6/26/23

cc: Dr. DLSTan  
Ms. HSVColis  
Mr. RDTroyo  
Ms. JJBMahilum  
PPO-Landscape  
DPBG  
OVPREI-Extension  
ACRO  
HRMO/RSPPRO  
Records  
File