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Office of the President

26 July 2012

MEMORANDUM NO. 211

Series of 2012

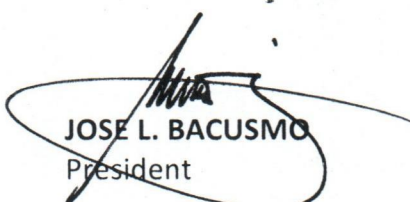
T O: Ms. Mary Jean M. Sapan

R E: Submission of Names of Student-Lodgers

Sometime in March 2012, this office issued OP Memorandum Circular No. 13, Series of 2012 requesting owners of VSU housing units with student lodgers to submit a list of student-lodgers in their housing units from CY 2010 to the present using the attached form. Data submitted to this office indicate that you have not complied with this directive. In this connection, we are reiterating this directive in compliance to the recommendation of the Audit Observation Memorandum from COA.

Please return the filled-up form to this office on or before August 15, 2012 or this office will be forced to take the appropriate response to your refusal to comply with this directive.

For your compliance.


JOSE L. BACUSMO
President