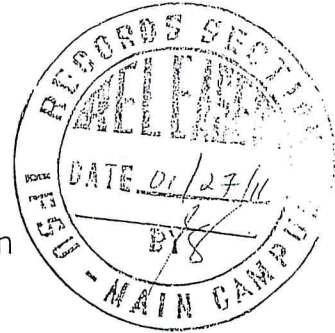





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MEMORANDUM No. 04- 2011

TO : **DR. JOSEPHINE A. GUIMPATAN** - Chairman
DR. ROBERT NGIDLO - Member
MRS. CARMEN P. BAGUILAT - Member
MRS. RUMEDIA CAMAT - Member
MS. MARITES BUMIDANG - Member
Officials and Employees
This University

FROM :  **SERAFIN L. NGOHAYON, Ph.D.**
President
This University

SUBJECT : **ADHOC COMMITTEE TO WORK FOR THE 1st QUARTER
RRDCC MEETING OF HARRDEC**

DATE : January 25, 2011

1. I am happy to inform you that we are hosting the 1st Quarter Meeting Regional Research Development Coordinating Committee (RRDCC) on February 18, 2011. In line with this, you are hereby tasked to form an Adhoc Committee to work in preparation for said meeting.
2. Please coordinate with the HARRDEC for matters regarding the said activity and ensure that the meeting will be a success.
3. For your information and compliance.

Cc: Records, file