



Republic of the Philippines
IFUGAO STATE UNIVERSITY
Nayon, Lamut, Ifugao

Memorandum Order No. 63- 2014

To : **Atty Candice Gullon-Buyuccan**
Chief Administrative Officer

Dr. Juliet C. Daniels
Director for Finance

Ms. Fedelym Pugong
HRMO II
This University

From : **SERAFIN L. NGOHAYON, Ph.D.**
University President

Subject : ***Renewal of appointment of existing security guards until October 31, 2014***

Date : September 29, 2014

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1. Pending the results of the review of our financial position in relation to payments of contractual employees, you are hereby instructed to renew the appointment, on Job Order/Contract, of 17 security guards of the IFSU Main Campus effective Oct. 1, 2014 to October 31, 2014 as follows:

15 Regular Guards and 2 Reliever Guards

2. All other employees on job order/contract shall be renewed until October 31, 2014 provided a request to that effect is submitted by their immediate supervisor.
3. For your commitment.