




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

MEMORANDUM NO. 33, s. 2015

To : MR. VICENTE KALAW
Instructor III
This University

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

Subject : Designation as Director, IFSU Hapao

Date : April 13, 2015

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1. In line with the decision of the University to open the IFSU Hapao effective June 2015, there is a need to have somebody to work, follow-up and supervise all needed preparations.
 2. By virtue of the authority vested in me by RA9720 and RA 8292, for the best interest of the university, you are hereby designated as the Director of IFSU Hapao.
 3. As Director, you are to ensure that all preparations for the successful opening of programs and the campus operations and development is managed properly.
 4. Be guided by the Terms of Reference of a Director.
 5. This designation shall take effect immediately and shall remain in effect until June 30, 2016 unless sooner terminated by competent authority.
 6. For your guidance and commitment.

Conforme:


Vicente Kalaw