




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

MEMORANDUM NO. 37, s. 2015

To : **Jason Matic**
Admin Aide IV
This University

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

Subject : *Detail at the Office of the President*

Date : April 14, 2015

1. By virtue of the authority vested in me by RA9720 and RA 8292, in recognition of your field of expertise and for the best interest of the service, you are hereby detailed at the Office of the President to serve as one of its staff and at the same time staff of the office of the Board Secretary. You are to report directly to Mr. Julian Nangpuhan/Warren Tayaban for your assigned duties and responsibilities.
2. Since you are to perform as clerk, your detail does not involve any additional monetary remuneration.
3. This detail shall take effect April 20, 2015 and shall remain in effect unless terminated by competent authority.
4. For your information and commitment.

cc: Director for Admission and Registrar Services, records, file.