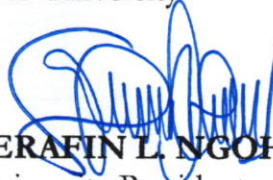




Republic of the Philippines
IFUGAO STATE UNIVERSITY
Nayon, Lamut, Ifugao

MEMORANDUM NO. 66, s. 2015

To : **DR. WEDY J. LANNAON**
Professor VI
This University

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

Subject : ***Designation as Director of NSTP***

Date : November 4, 2015

1. By virtue of the authority vested in me by RA9720 and RA 8292 and for the best interest of the university, you are hereby designated as the **Director of the National Service Training Program (NSTP)** of the University. As such, you are to function and act on matters within the jurisdiction of your position for the best interest of the University and ensure the successful implementation of the university NSTP programs.
2. Please be guided always by the University's Development Plan, the IFSU Code and the attached Terms of Reference (TOR) of your office and your plan of action stated in your letter dated October 30, 2015.
3. This designation shall take effect from November 9, 2015 to June 30, 2016 unless sooner terminated by this office or by competent authority.
4. Being concurrent with your position as Professor VI, it does not carry any monetary remuneration except those authorized for the position.
5. You are advised to have a proper turnover of duties and responsibilities including memorandums receipts from the retiring Director of NSTP, Mr. Jose Cabutte, for recording purposes.
6. Previous issuances contrary to this issuance are hereby revoked.
7. For your information and commitment.

Cc: VP for Academic Affairs, Dean, CTHSA, HRDO, Records, File