



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

MEMORANDUM NO. 07 s. 2016

To : **DR. NAPOLEON K. TAGUILING**
Vice President for Research Development Extension and Training
This University

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

Subject : ***Authorization to sign all disbursements and checks from
March 1-5, 2016***

Date : February 29, 2016

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1. By virtue of the authority vested on me by RA 9720 and RA 8292, and in line with my official travel to Japan on March 1-5, 2016 to serve as speaker during the Asian Water Cycle Symposium at the University of Tokyo and lecturer at the United Nations University in Tokyo City, you are hereby authorized to sign all disbursements and checks regardless of amounts, including reports thereon, for payments of personnel salaries/wages both for permanent and those on job order/contract status and payment of expenses for maintenance operation and other expenses (MOOE). This includes necessary disbursements for special projects.
 2. You are expected to appraise the undersigned regularly through available communication media and submit a report on your actions upon his return.
 3. For your usual commitment.

Cc: Director of Finance, Records, File