



Republic of the Philippines
EASTERN VISAYAS STATE UNIVERSITY – ORMOC CAMPUS
Ormoc City, 6541 Leyte

OFFICE OF THE EVSU-OC DIRECTOR

MEMORANDUM

No. 18, s. 2024

**TO: Head, Admin & Finance
Head, Budget Office
Head, Accounting Office
Head, IPDO
BAC Secretariat**

FROM: Campus Director

DATE: 23 January 2023


SUBJECT: Urgent Meeting

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Please be informed of the abovementioned meeting today January 23, 2024 (Tuesday) at 2:00 pm onwards at the Admin. Office, Ground floor, Academic Building I, EVSU Ormoc Campus, Ormoc City.

For your information and compliance.

BY AUTHORITY OF THE UNIVERSITY PRESIDENT
Per Special Order No. 106, s. 2023


JEFFERY V. OCAAY, Ph.D.
Director of EVSU Ormoc Campus

Copy furnished:

_____ Barquin, Glenda	Head, Budget Office
_____ Caresosa, Dixie Jean	BAC Secretariat
_____ Coquilla, Angela	Accountant
_____ Lanzaderas, Phoebe	Head, IPDO
_____ Badilla, Rustico B.	Head, Admin. & Finance.
_____ _____	File, Office of EVSU-OC Director