



MEMORANDUM

No. 05, Series of 2024

DATE : **18 JULY 2024**
TO : **FACULTY AND STAFF**
RE : **COLLEGE OFFICER-IN-CHARGE**

I would like to inform the Magsaysay College Community that I will be out from **July 18 to July 19 2024** to attend the Annual Budget Call in Camiguin.

During my absence, the Vice President for Academic Affairs **Dr Arlyn A Padilla** will serve as Officer-In-Charge to ensure smooth operations.

The office of the College President has my contact details and I am readily reachable.

All personnel of the college are hereby directed to give their full support and cooperation.

God bless us all!

(Sgd)
Ricky S Tadlip, PhD
College President