



SKSU Works for Progress

Republic of the Philippines
SULTAN KUDARAT STATE UNIVERSITY
College of Industrial Technology
Isulan Campus, Isulan, Sultan Kudarat, 9805
Province of Sultan Kudarat



CERTIFIED
ISO 9001:2015
Certificate No. **SKSU/15/13**
PHIL 190015

SKSU_ISU_CIT_Memo No. 15, s. 2020

To: MICHAEL C. ARRIVAS, MAT
CHARLIE J. MAGHANOY, MAT
ARNEL Y. CELESTE, MIT

From: RANDY T. BERINA, MAT
Dean, College of Industrial Technology

Subject: OFFICER - IN - CHARGE

Date: November 05, 2020

1. You are hereby informed to act as Officer-in-Charge while the dean is on official travel on November 9-13, 2020.
2. Facilitate all the activities within the College.
3. A report will be made upon the return of the dean.
4. For your information, guidance, strict compliance and cooperation.

Noted by:

ELMER C. BUENAVIDES, DIT
Campus Director