



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



SKSU_ISU_CIT_Memo No. 16, s. 2020

To: ARNEL Y. CELESTE, MIT

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

Subject: OFFICER - IN - CHARGE

Date: December 15, 2020

1. You are hereby informed to act as Officer-in-Charge while the dean is on official leave on December 16-18, 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