



University of San Jose-Recoletos

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DATE : November 9, 2020

TO : ALL CONCERNED

SUBJECT : POLICY ON THEFT AND DAMAGE OF PROPERTY AND EQUIPMENT

As approved by the School Board, we are forwarding to you the attached policy of the university on the theft/damage of property and equipment.

With the cooperation of everyone, we are confident we will be able use our equipment as expected and prevent/minimize damage or theft.

Thank you for your support and cooperation.


REV. FR. CRISTOPHER C. MASPARA, OAR
President

/bvs

Attachment