



Republic of the Philippines
LEYTE NORMAL UNIVERSITY
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October 28, 2016

OFFICE ORDER
No. 11 s. 2016

TO : MR. JEFFREY CINCO
PROF. LOWELL QUISUMBING
DR. LAS JOHANSEN CALUZA
DR. ROMMEL VERECIO

FROM : DR. JUDE A. DUARTE
University President



You are hereby directed to render services as enrolling teachers for the Second Semester SY 2016-2017 enrollment of students under the IT and Computer Education Program from November 4-12, 2016.

As such, you are entitled to a service credits equivalent to the number of hours rendered beyond your official time.

For your guidance.

JUDE A. DUARTE, DPA
University President