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*Office of the President*

21 June 2023

**ADMINISTRATIVE ORDER**

No. 409 series of 2023

TO: **DR. MA. JULIETA B. BORRES**  
Vice President for Academic Affairs

In view of the undersigned's official travel to Davao City to attend the Philippine Association of Practitioners of Students Affairs and Services, Inc. (PAPSAS) Research Conference on June 22-25, 2023 you are hereby designated as officer-in-charge of the university from June 22-25, 2023 or until my return.

As OIC of the University, you are to act on routine matters only to ensure smooth flow of office transactions.

  
**BABY BOY BENJAMIN D. NEBRES III**  
SUC President IV