



OFFICE OF THE VICE CHANCELLOR FOR ADMINISTRATION
UNIVERSITY OF THE PHILIPPINES LOS BAÑOS

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09 June 2022

MEMORANDUM NO. 21

Series of 2022


**T O : All Vice-Chancellors, Deans, Directors,
Department Chairs and Unit Heads**

**SUBJECT : Reiteration of OC Executive Order No. 01 series of 2019
dated 08 May 2019**

This is to reiterate OC Executive Order (EO) No. 01 series of 2019 dated 08 May 2019 regarding Guidelines to Implement Sections 4, 5, 6, 7, and 8 of EO 77 issued by President Rodrigo Roa Duterte.

Claiming of travelling expenses during conduct of Planning Workshops off-site should be in accordance with the provisions of the said OC EO No. 1.

For compliance.


ROLANDO T. BELLO
Vice Chancellor