



**MEMORANDUM NO. 353**

Series of 2024

**TO: Dr. Dilberto O. Ferraren**

**RE: Relief from Designation as Chairperson of the Housing Committee and Smooth Facilitation of the Turnover of Pertinent Documents, Accomplishment Reports, and Duties and Responsibilities Inherent to the Office**

**FROM: DR. PROSE IVY G YEPES**  
University President

**DATE: May 10, 2024**

I wish to convey my sincere gratitude for the valuable services you have extended and for the knowledge, competence, and skills you have shared and contributed to the office and to the university as the Chairperson of the Housing Committee.

In view of the significant appointment of **Dr. Moises Neil V. Serño** as the **new Vice President for Planning, Resource Generation and Auxiliary Services**, you are hereby relieved from your designation as such **effective May 10, 2024**.

Moreover, you are requested to facilitate a smooth and proper turnover of pertinent documents, accomplishment reports, and duties and responsibilities inherent to the office the soonest time possible.

For your information and usual compliance.