



22 February 2021

MEMORANDUM NO. 245
Series of 2021

T O: Dr. Daisy S. Capon

R E: Designation as Head, Department of Crop Science, VSU-Villaba Campus

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Head, Department of Crop Science, VSU-Villaba Campus effective March 1, 2021 until December 31, 2021 or unless sooner revoked or terminated by higher authorities.

As Head, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

Please be guided accordingly.


EDGARDO E. TULIN
President

cc: VSU-Villaba
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OVPSAS
OVPPRGAS
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IASO
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COA
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Deans
Directors
Records
File