

170-

October 13, 1988

MEMORANDUM NO. 142
Series of 1988

T O: Dr. Jose Sal Tan

R E: Designation as Officer-in-Charge of the College

In connection with my official travel to Manila to attend the Agriculture/Aquaculture Consultation Conference in behalf of President Villanueva, you are hereby designated Officer-in-Charge of the Visayas State College of Agriculture effective this afternoon, October 13-17, 1988 or until my return.

As OIC, you are authorized to discharge the functions of the Office of the President in addition to your duties and responsibilities as Acting College/Board Secretary.

VICENTE A. QUITON
Officer-in-Charge and
VP for Academic Affairs

cc: Budget
COA
Personnel
Accounting
✓ Records
File