VISAYAS STATE COLLEGE OF AGRICULTURE Baybay, Leyte

SUPPLY - PROPERTY MANAGEMENT DIVISION

October 16, 1996

Memo. No. 152 Series of 1996

> T O:

Mr. Ariel L. Mantua Py: ady idn be

Stock Clerk

SPMD, ViSCA, Baybay, Leyte

SUBJECT:

Additional Functions as Temporary Buyer

In the interest of public service, you are hereby designated as Temporary Buyer, in addition to your functions and duties as Stock Clerk, vice Mr. Paterno C. Po, Buyer, who is presently assigned in the conduct of the comprehensive physical inventory of the college.

Please be guided accordingly.

Supply Section Head.

NOTED:

APPROVED:

note: Rend thru Careor v. 10/21