

Office of the President

2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES Telefax: +63 53 563 7067

Email: op@vsu.edu.ph Website: www.vsu.edu.ph

13 January 2017

MEMORANDUM NO. 85
Series of 2017

T O: Ms. Connel D. Antipaso

R E: Designation as Manager, VSU Apartelle and Core Value Cottages

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated Manager of the VSU Apartelle and Core Value Cottages effective January 13, 2017 until June 30, 2017 or unless sooner revoked or terminated by higher authorities.

As Manager, 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: OVPI

OVPAF

**OVPPRGEA** 

OVPRE

OUS

Deans

Directors

ODF/Budget

ODAHRD/PRPEO

VSU Apartelle

Core Value Cottages

Cash

IASO

Accounting

COA

Records

File