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May 24, 1991

MEMORANDUM NO. 65
Series of 1991

T O: Prof. Camilo D. Villanueva

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

In connection with my official travel to Manila to follow-up project proposals and attend Management Conference and Planning Workshop for MSUP, you are hereby designated Officer-in-Charge of the Visayas State College of Agriculture effective Sunday, May 26-29, 1991 until my return or the return of President Villanueva.

As OIC, you are authorized to discharge the functions of the Office of the President in addition to your duties and responsibilities as Director of Business Affairs.

Eliseo R. Ponce
ELISEO R. PONCE
Officer-in-Charge
and
ODREx Director

cc: Budget
Personnel
Accounting
Records
COA
File

CONFORME:

Camilo D. Villanueva
CAMILO D. VILLANUEVA
Director, Business Affairs