



# Visayas State University

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## Office of the President

7 November 2012

**MEMORANDUM NO.** 281  
Series of 2012

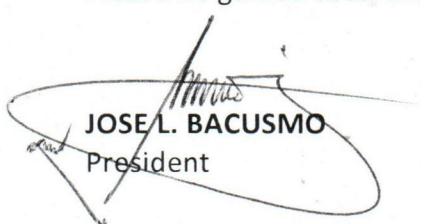
**T O: Prof. Christina A. Gabrillo**

**R E: Designation as OIC, MMDC and VSU Open University**

By virtue of the authority vested in me by the VSU Board of Regents and in view of the sabbatical leave of the incumbent, you are hereby designated OIC of the Multimedia Development Center and the VSU Open University effective immediately until December 31, 2012 or unless sooner revoked or terminated by higher authorities.

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

Please be guided accordingly.

  
**JOSE L. BACUSMO**  
President

cc: OVPI  
OVPAF  
OVPPRG  
OVPRE  
OUS  
Deans  
Directors  
ODF/Budget  
ODAHRD/PRPEO  
MMDC  
DDC  
IASO  
Accounting  
COA  
Cash  
Records  
File

GA# 17  
10/16/12

**MULTI-MEDIA DEVELOPMENT CENTER**  
**Visayas State University**  
Baybay City, Leyte  
6521 Philippines



08 October, 2012

Dr. Jose L. Bacusmo  
President  
Visayas State University  
Baybay City, Leyte

Dear Dr. Bacusmo:

My request for Sabbatical Leave effective 1 November 2012 to 30 October 2013 has been approved by the Academic Personnel Board (APB). In this regard, may I request Dr. Christina A. Gabrillo to serve as Officer-in-Charge of the Multimedia Development Center and the VSU Open University during my leave.

As Officer-in-Charge, Dr. Gabrillo will discharge the functions and enjoy the privileges as head of these offices.

Thank you very much.

Respectfully yours,

ROTACIO S. GRAVOSO  
Head

Conforme:

CHRISTINA A. GABRILLO  
Assistant Professor, DDC

Approved:

JOSE L. BACUSMO  
President