

## OFFICE OF THE PRESIDENT

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Management ISO 9001:2015

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22 June 2020

MEMORANDUM NO. <u>319</u> Series of 2020

Т Ms. Shervl P. Simbaion 0:

E: Designation as Head of the Procurement, VSU-Villaba Campus R

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Head of the Procurement, VSU-Villaba Campus effective July 1, 2020 until December 31, 2020 or unless sooner revoked or terminated by higher authorities.

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

Please be guided accordingly.

President

VSU-Villaba CC:

**OVPAA** 

**OVPAF** 

**OVPREI** 

**OVPSAS** 

**OVPPRGAS** 

OUS

ODAHRD/PRPEO

ODF/Budget

IASO

Accounting

Cash

COA

Registrar

Deans

Directors

Records

File