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December 19, 1988


MEMORANDUM NO. 170
Series of 1988

T O: Dr. Paciencia P. Milan

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

In connection with my leave of absence for this week to attend to personal matters, you are hereby designated Officer-in-Charge of the Visayas State College of Agriculture effective December 20-21, 1988 or until the return of the President.

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 Instruction.


VICENTE A. QUITON
Vice President for Academic
Affairs

cc: Budget
COA
Personnel
Accounting
Records
File