

April 26, 1990

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MEMORANDUM NO. 90
Series of 1990

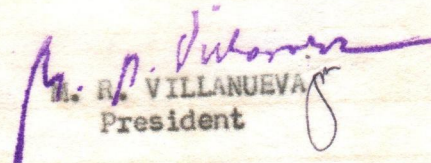
T O: Dr. Justiniano L. Seroy

R E: Designation as OIC, Department of Arts and Letters

By virtue of the authority vested in me by the VISCA Board of Trustees and in view of the temporary assignment of Dr. Perla M. Tan as OIC of the Office of Student Affairs, I hereby designate you OIC of the Department of Arts and Letters effective June 18, 1990 until the return of Dr. Tan. As OIC, you are given full authority to assume the functions of the Department Head.

You are entitled to all the privileges granted by the VISCA Board of Trustees to the position as Department Head while performing the assignment as OIC.

Please be guided accordingly.


M. R. VILLANUEVA
President

cc: DAL
Personnel
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COA
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