

## VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte 6521-A Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601 e-mail: opvisca@mozcom.com; website: www.lsu-visca.edu.ph

Office of the President

26 February 2008

MEMORANDUM NO. 63 Series of 2008

T O: Dr. Wolfreda T. Alesna

R E: Designation as Assistant to the President for Information and Communication

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated Assistant to the President for Information and Communication effective immediately until December 31, 2009 or unless sooner revoked or terminated by higher authorities.

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

Please be guided accordingly.

. BACUSMO

President

cc: OVPPRG

**OVPAA** 

**OVPAF** 

**OVPRE** 

OUS

Deans

Directors

**HRMDO** 

ODF/Budget

ODA

COA

Accounting

Records

File