

MEMORANDUM NO. 18  
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MEMORANDUM NO. 17

Series of 1989

Designation as VISCA Officer-in-Charge


T O: Dr. Paciencia P. Milan

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

In connection with my official trip to Tacloban to attend the Seminar on Early Retirement and to attend meeting with DAR/DA/LB officials regarding the CARP placement of VISCA agriculture graduates, you are hereby designated Officer-in-Charge of the Visayas State College of Agriculture effective today, February 14-15, 1989 or until my return.

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.

cc: Budget  
COA  
Accounting  
Personnel  
Records  
File

  
VICENTE A. QUITON  
Officer-in-Charge  
and  
VP for Academic Affairs

cc: Budget  
COA  
Personnel  
Accounting  
Records  
File