



VISAYAS
STATE UNIVERSITY

Office of the President

2/F Administration Building
Visca, Baybay City, Leyte, PHILIPPINES
Telefax: +63 53 563 7067
Email: op@vsu.edu.ph
Website: www.vsu.edu.ph

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MEMORANDUM NO. 238
Series of 2016

T O: Dr. Beatriz s. Belonias
Atty. Rysan C. Guinocor
Dr. Lourdes B. Cano
Dr. Candelario L. Calibo
Prof. Manolo B. Loreto, Jr.
Prof. Jesusito L. Lim
Prof. Ernesto F. Bulayog
Ms. Andreli D. Pardales

R E: Review Committee on Citizen's Charter

With Dr. Beatriz S. Belonias as Chairperson and Ms. Andreli D. Pardales as Secretary, you are hereby designated to compose the committee to review the Citizen's Charter submitted by the different offices and to submit your output as soon as possible for bookbinding as the updated Citizen's Charter of the university. Your output will likewise be used in the final printing of tarpaulin for posting in the different units in preparation for any unannounced assessment by the Civil Service Commission.

Please be guided accordingly.


EDGARDO E. TULIN

President