

Visayas State University

Visca, Baybay City, Leyte 6521-A
Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601 website: <u>www.vsu.edu.ph</u>

Office of the President

10 February 2014

MEMORANDUM NO. 44
Series of 2014

T O: Engr. Apolonio M. Encierto

R E: Designation as Head, Power and Electrical Supply Maintenance Unit

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated Head of the Power and Electrical Supply Maintenance Unit effective immediately until December 31, 2014 or unless sooner revoked or terminated by higher authorities.

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

Please be guided accordingly.

cc:

OVPI

OVPAF

OVPPRG

OVPRE

OUS

Deans Directors

ODF/Budget

ODF/Budget ODAHRD/PRPEO

IASO

Accounting

COA

Cash

Registrar

Records

File