



# 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](mailto:opvisca@mozcom.com); website: [www.lsu-visca.edu.ph](http://www.lsu-visca.edu.ph)

*Office of the President*

27 December 2007

**MEMORANDUM NO. 290**  
Series of 2007

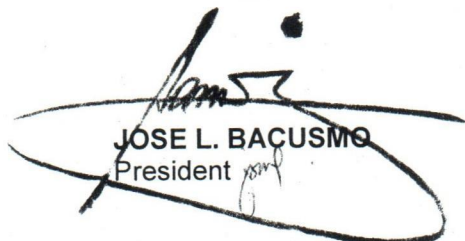
**T O: Dr. Alice M. Acabal**

**R E: Designation as Head, Admissions Office**

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated Head, Admissions Office effective January 1, 2008 to December 31, 2009 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.

  
**JOSE L. BACUSMO**  
President

cc: OVPPRG  
OVPA  
OVPAF  
OVPRE  
OUS  
Deans  
Directors  
HRMDO  
ODF/Budget  
ODA  
COA  
Accounting  
Records  
File