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Office of the President

14 January 2008

MEMORANDUM NO. Series of 2008

T 0:

Dr. Ruben M. Gapasin

R E: Designation as Director, National Abaca Research Center

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated Director, National Abaca Research Center (NARC) effective immediately until December 31, 2009 or unless sooner revoked or terminated by higher authorities.

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

Please be guided accordingly.

CC:

OVPPRG OVPAA

OVPAF

OVPRE

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Deans

Directors

DPM

HRMDO

ODF/Budget

ODA

COA

Accounting

Records

File