



19 October 2017

MEMORANDUM NO. 370

Series of 2017

**T O: All Vice Presidents, Center Directors, College Deans,
Department/Office/Unit Heads**

R E: Citizen's Charter Validation

Based on CSC Memorandum Circular No. 28 dated October 5, 2017, the Civil Service Commission Regional Office will conduct a validation of our Citizen's Charter anytime starting October 16-December 15, 2017.

In view of this, all Deans, Center Directors, and Department/Office/Unit Heads are required to update and post their Citizen's Charter in conspicuous places and should follow what is written in the Citizen's Charter. In addition, you are requested to submit your Citizen's Charter soft copy to ODAHRD thru: Ms. Ma. Fe "Ping" Gayanilo via IP or email at odahrd@vsu.edu.ph not later than October 27, 2017.

For compliance.


EDGARDO E. TULIN
President

Vision: *The premier university of science and technology in the Visayas.*

Mission: *Provide excellent instruction, conduct relevant research and foster community engagement that produce highly competent graduates necessary for the development of the country.*