



8 March 2022

**MEMORANDUM NO. 402**

Series of 2022

**T O: Ms. Juvy Ann Salazar**

**R E: Designation as Head, Office of the Sports, Culture and the Arts,  
VSU Alangalang Campus**

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Head, Office of the Sports, Culture and Arts, VSU Alangalang Campus effective July 1, 2022 until December 31, 2022 or unless sooner revoked or terminated by higher authorities.

As Head, you are directed to:

1. Assist the Chancellor in seeking donations and grants-in-aid for the support of scholarship, staff development, and physical development of the Campus.
2. Initiate the formulation of sustainable linkages for the Campus in close coordination with the Heads of various offices.
3. Enhance the appreciation of the national cultural heritage that enthuses the VSU populace to participate in nation-building and strengthens the spirit of nationalism.
4. Plan and design socio-cultural activities where students, faculty, and staff participate such as in the indigenous and foreign cultures;
5. Spearheads in the sports and other related activities of the campus.

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

This supersedes previous issuances on the same subject.

Please be guided accordingly.

  
**EDGARDO E. TULIN**  
President

cc:	VSU-Alangalang	ODHRM/OHRSPPR	Deans
	OVPA	ODF/Budget	Directors
	OVPAF	OHIA	Records
	OVPREI	Accounting	File
	OVPSAS	Cash	
	OVPPRGAS	COA	
	OUS	Registrar	