

Office of the President

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31 January 2018

MEMORANDUM NO. 102

Series of 2018

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Dr. Rotacio S. Gravoso

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E:

Designation as Head, University Review Center

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Head, University Review Center effective February 1, 2018 until December 31, 2018 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.

EDGARDO E. TULIN

President

CC:

OVPI

OVPAF

OVPPRGEA

OVPRE

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Deans

Directors

ODF/Budget

ODAHRD/PRPEO

URC

IASO

Accounting

COA

Cash

Registrar

Records

File