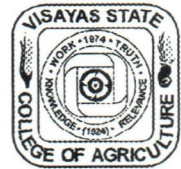


or file copy

VISAYAS STATE COLLEGE OF AGRICULTURE

Baybay, Leyte, Philippines

Office of the President



5 February 2001

MEMORANDUM NO. 21

Series of 2001

T O: **Dr. Rodolfo G. Escalada** — *[Signature]*

R E: **Designation as Officer-in-Charge, Visayas State College of Agriculture**

In connection with my travel to Manila, you are hereby designated Officer-in-Charge of the Visayas State College of Agriculture on February 7, 2001 or until my return.

As Officer-in-Charge, you are authorized to discharge the functions of the Office of the President in addition to your official duties and responsibilities.

[Signature]
PACIENCIA P. MILAN

President

cc: Personnel — *[Signature]*
Accounting — *[Signature]*
Cash *[Signature]*
COA *[Signature]*
Budget/FMO — *[Signature]*
Records
File