

Office of the President

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13 January 2017

MEMORANDUM NO. 71
Series of 2017

T O: Ms. Cynthia Dolores V. Godoy

R E: Designation as Head, Central Analytical Service Laboratory

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Head, Central Analytical Service Laboratory (CASL) effective January 13, 2017 until December 31, 2017 or unless sooner revoked or terminated by higher authorities.

As such, 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

OUS

Deans

Directors

ODF/Budget

ODAHRD/PRPEO

CASL

IASO

Accounting

COA

Cash

Registrar

Records

File