

Office of the President

2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES

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23 March 2020

MEMORANDUM NO. 64 Series of 2020

T O: Dr. Editha G. Cagasan

R E: Designation as OIC Head, On-Line Program Office

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as OIC Head, On-Line Program Office (OPO) effective immediately until December 31, 2020 or unless sooner revoked or terminated by higher authorities.

As OIC 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. TULING

cc: OVPI

OVPAF

OVPPRGEA

OVPRE

ous

Deans

Directors

OPO

ODF/Budget

ODAHRD/PRPEO

IAO

IASO

Accounting

COA

Cash

Registrar

Records

File

Vision: A globally competitive university for science, technology, and environmental conservation.

Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

Control Number: 20-64