



Visayas State University

Visca, Baybay City, Leyte 6521-A

Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601

website: www.vsu.edu.ph

Office of the President

31 October 2013

MEMORANDUM NO. 246

Series of 2013

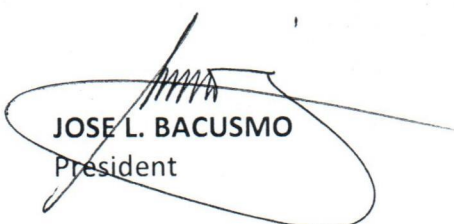
T O: Prof. Jacob Glenn F. Jansalin

R E: Designation as OIC, Department of Pure and Applied Chemistry

In view of the sabbatical leave of the incumbent head and by virtue of the authority vested in me by the VSU Board of Regents you are hereby designated Officer-in-Charge of the Department of Pure and Applied Chemistry Animal Science effective November 4, 2013 until December 31, 2013 or unless sooner revoked or terminated by higher authorities.

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

Please be guided accordingly.


JOSE L. BACUSMO
President

cc: OVPI
OVPAF
OVPPRG
OVPRE
OUS
Deans
Directors
ODF/Budget
ODAHRD/PRPEO
DoPAC
IASO
Accounting
COA
Cash
Records
File