

## OFFICE OF THE PRESIDENT

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3 May 2021

MEMORANDUM NO. 414

Series of 2021

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Ms. Louella C. Ampac

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E:

Designation as Officer-in-Charge,

Office of the Vice President for Administration and Finance

In view of the Compensatory Day-Off of Dr. Remberto A. Patindol, you are hereby designated as Officer-in-Charge of the Office of the Vice President for Administration and Finance effective today, May 3, 2021 until his return.

As OIC, you are authorized to discharge the functions of the Office of the Vice President for Administration and Finance in addition to your official duties and responsibilities.

EDGARDO E. TULIN

President

cc:

**OVPAA** 

OVPI

**OVPPRGAS** 

**OVPREI** 

**OVPSAS** 

OUS

Deans

Directors

Accounting

Cash

COA

OHIA

FMO/Budget

ODHRM/RSPPRO

Registrar

Records

File

No. 21-414