

## VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte 6521-A Philippines

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Office of the President

27 December 2007

MEMORANDUM NO. 284 Series of 2007

T O: Prof. Alan B. Loreto

R E: Designation as Executive Officer

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated Executive Officer effective January 1, 2008 to December 31, 2009 or unless sooner revoked or terminated by higher authorities.

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

Please be guided accordingly.

CC:

OVERG

Rresident

**OVPAA** 

JOSE/L. BACUSMO

**OVPAF** 

OVPRE

OUS

Deans Directors

HRMDO

ODF/Budget

ODA

COA

Accounting

Records

File