

February 19, 1989
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MEMORANDUM NO. 18
Series of 1989

T O: Dr. Vicente A. Quiton

R E: Designation as VISCA Officer-in-Charge

In view of my trip to Thailand to represent VISCA in a FAO/IAS Consultation and the National SCUAA, you are hereby designated Officer-in-Charge of the College from February 19-28, 1989 or until my return to the campus.

As OIC, you are given full authority to discharge the functions of the Office of the President. However, matters beyond routine which are not urgent may wait for my return.

Please be guided accordingly.


M. R. VILLANUEVA
President

cc: Budget
COA
Accounting
Personnel
Records
File