

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

OFFICE OF THE PRESIDENT

December 6, 1995

MEMORANDUM NO. 141
Series of 1995


T O: Prof. Prudencio Q. Marquez

SUBJECT: Designation as Officer-in-Charge

In view of my official travel to Tacloban, Metro Manila and Nueva Ecija and in the absence of Drs. Nerelito P. Pascual and Vicente A. Quiton, you are hereby designated Officer-in-Charge of the Visayas State College of Agriculture effective December 8, 1995 and any day until December 31, 1995 whenever any of us is on official travel/on leave.

As OIC, you are authorized to discharge the functions of the Office of the President in addition to your regular duties and responsibilities as Director of LUAPD. However, matters which are policy determining should be brought to the attention of the undersigned.

Please be guided accordingly.


SAMUEL S. GO
President

cc: Dept./Office/Center Heads
COA
Records