



# Visayas State University

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## Office of the President

7 January 2013

MEMORANDUM NO. 51

Series of 2013

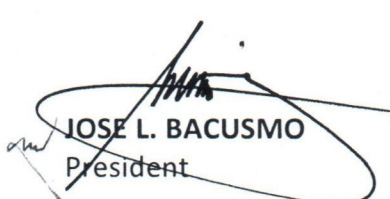
T O: Ms. Honey Sofia V. Colis - Manager  
Prof. Alan B. Loreto - Asst. Manager  
Ms. Elizabeth B. Albiso - In-Charge, Records & Collections  
Ms. Josefina M. Larrosa - In-Charge, Disbursements

R E: VSU Guest House/Pavilion Management Team

By virtue of the authority vested in me by the VSU Board of Regents and in view of the leave of absence of the designated Manager, you are hereby designated to compose the Guest House/Pavilion Management Team effective immediately until December 31, 2013 or unless sooner revoked or terminated by higher authorities.

As such, 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  
ODF/Budget  
ODAHRD/PRPEO  
VSU Guest House/Pavilion  
Cash  
IASO  
Accounting  
COA  
Records  
File