

Office of the President

2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES Telefax: +63 53 563 7067

Email: op@vsu.edu.ph Website: www.vsu.edu.ph

28 December 2016

MEMORANDUM NO. <u>346</u> Series of 2016

T O: Prof. Alan B. Loreto

R E: Recall of Leave

In the exigency of the service, you are hereby recalled from your approved leave of absence on December 22, 23, 27, 28 & 29, 2016. Your services are needed in the preparation of reports for the two projects on Climate Change funded by DA-BAR. Furthermore, you are to supervise the on-going repairs as Chairperson of the PhilRootcrops Infrastructure/R&M Committee.

For compliance.

EDGARDO E. TULIN

President

cc: PRPEO

Records

File