



# Visayas State University

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## Office of the President

20 June 2016

**MEMORANDUM NO.** 158

Series of 2016

**T O: Dr. Rotacio S. Gravoso**

**R E: Designation as Head, International Affairs Office**

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Head, International Affairs Office effective July 1, 2016 until December 31, 2016 or unless sooner revoked or terminated by higher authorities.

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

Please be guided accordingly.

  
**EDGARDO E. TULIN**

President

cc: OVPI  
OVPAF  
OVPPRGEA  
OVPRE  
OUS  
Deans  
Directors  
ODF/Budget  
ODAHRD/PRPEO  
IASO  
Accounting  
COA  
Cash  
Registrar  
Records  
File