

242

30 April 1991

MEMORANDUM NO. 51
Series of 1991

TO: Dr. MANUEL K. PALOMAR

RE: Designation as Officer-in-Charge of the College

In connection with my official travel to Manila to follow up important matters, you are hereby designated Officer-in-Charge of the Visayas State College of Agriculture effective May 2-3, 1991 or until my return.

As OIC, you are authorized to discharge the functions of the Office of the President in addition to your duties and responsibilities as Director of Graduate School and EPRD.

E. R. Ponce
E. R. PONCE
Officer-in-Charge
& Director, ODREX

cc: Budget
COA
Accounting
Personnel
Records

CONFORME:

M. K. Palomar
M. K. PALOMAR
Director, OGS & EPRD