



1 August 2016

**MEMORANDUM NO.** 193  
Series of 2015

**T O: Dr. Josephine O. Zafico**

**R E: Designation as OIC, VSU Health Services Office**

In view of the study leave of Dr. Elwin Jay V. Yu and by virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated Officer-in-Charge of the VSU Health Services Office effective August 1, 2016 until December 31, 2016 or unless sooner revoked or terminated by higher authorities.

As OIC, 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  
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Deans  
Directors  
ODF/Budget  
ODAHRD/PRPEO  
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Accounting  
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Registrar  
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