MEMORANDUM NO. 161 Series of 1990

T O: Dr. Manuel K. Palomar

R E: Designation as Officer-in-Charge of the College

You are hereby designated Officer-in-Charge of the Visayas State College of Agriculture effective tomorrow, October 16, 1990 until my return. I will be in Tacloban City to attend consultative meeting with DBM.

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

M. President

cc: Budget
COA
Personnel
Accounting
Records
OVPA
OVPAA