

Op H 1647

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

OFFICE OF THE PRESIDENT

April 7, 1998

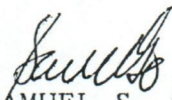
MEMORANDUM NO. 41
Series of 1998

T O: Ms. Teresita L. Quiñanola 4-14-98

R E: Automatic Designation as Officer-in-Charge of the
Office of Administrative Affairs

You are hereby designated Officer-in-Charge of the Office of Administrative Affairs everytime Ms. Lourdes B. Cano, the Administrative Officer V, is on official travel or on leave of absence. This memorandum automatically cancels the existing automatic designation of Engr. Nestor M. Israel.

Please be guided accordingly.


SAMUEL S. GO
President

cc:

OVPA 4/14/98
HRMDO 4/14
OAA 4/14
Accounting Div. 4/14
Cash Div. 4/14/98
Records