



VISAYAS STATE COLLEGE OF AGRICULTURE

Baybay, Leyte
Philippines

Office of the President

August 31, 1995

Memorandum No. 106
Series of 1995

T O: Mrs. Linda K. Miranda — *[Signature]*
Chief Librarian
ViSCA

SUBJECT: SCREENING FOR COLLEGE LIBRARIAN II POSITION

With the transfer of Mrs. Consuelo B. Jaime to another office as Records Officer III, there is now a vacant College Librarian II position in your department. Should you desire to fill up the said position, please convene your personnel committee to screen possible candidates and submit your committee's recommendation to this office through the appropriate College personnel board.

In the selection process, please be guided by the OP Memo No. 206 dated October 2, 1993 and the provisions of the "merit System for ViSCA staff."

[Signature]
SAMUEL S. GO
President

cc: Vice President for Administration — *[Signature]*
Vice President for Academic Affairs — *[Signature]*
Administrative Officer V — *[Signature]*
Personnel — *[Signature]*
Records — *[Signature]*
File — *[Signature]*