

Office of the Vice-President  
for Academic Affairs

January 9, 1986

Memorandum No.

Series of 1986

T O: Dr. E. N. Bernardo

SUBJECT: Designation as Officer-in-Charge

You are hereby designated Officer-in-Charge of the Office of the Director of Research and Extension effective January 13, 1986 to January 14, 1986 or until my return from Manila. I will be on official travel to attend the coconut management committee meeting at PCARRD, Los Baños, Laguna and follow up other matters pertaining to research.

As usual, you are requested to perform the duties of the Director of Research and Extension in addition to your regular duties and responsibilities as Director of Philippine Root Crop Research and Training Center.

*M. R. Villanueva*  
M. R. VILLANUEVA  
Vice-President for  
Academic Affairs and  
Officer-in-Charge

cc: OVPA  
Personnel  
Accounting  
Budget  
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File