

Office of the President

2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES Telefax: +63 53 563 7067 Email: op@vsu.edu.ph Website: www.vsu.edu.ph

19 June 2017

MEMORANDUM CIRCULAR NO. 48
Series of 2017

T O: All Vice Presidents, College Deans, Department/Unit Heads, Center/

Institute Directors

R E: Strategic Planning Format/Template

This is to request all department heads or any representative responsible for the department's Strategic Plan to attend the Briefing of Format/Template on June 23, 2017, 2:00 p.m. at the PhilRootcrops Training Hall. In addition, due to the observance of Eid'lFitr on June 26, the Orientation of the University Strategic Planning is indefinitely postponed. However, the holding of Strategic Planning by unit shall proceed as scheduled on June 27-30, 2017. Outputs of this meeting will be used in the succeeding activities as scheduled.

For information and guidance.

EDGARDO E. TULIN

President