



1 July 2020

MEMORANDUM NO. 383

Series of 2020

T O: Dr. Catherine L. Chan

**R E: Designation as Head, Office of the Disaster Risk Reduction
and Management, VSU-Isabel Campus**

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Head, Office of the Disaster Risk Reduction and Management, VSU-Isabel Campus effective July 1, 2020 until December 31, 2020 or unless sooner revoked or terminated by higher authorities.

As Head, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

Please be guided accordingly.


EDGARDO E. TULIN
President

cc: VSU-Isabel
OVPA
OVPAF
OVPREI
OVPSAS
OVPPRGAS
OUS
ODAHRD/PRPEO
ODF/Budget
IASO
Accounting
Cash
COA
Registrar
Deans
Directors
Records
File