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March 10~~k~~ 1989


MEMORANDUM NO. 28
Series of 1989

T O: Prof. Camilo D. Villanueva

R E: Designation as Officer-in-Charge of the College

You are hereby designated Officer-in-Charge of the Visayas State College of Agriculture effective tomorrow, March 11-13, 1989 or until my return. I will be in Tacloban during the weekend and on Monday, March 13, 1989 to attend the consultation meeting with DAR regarding the CAGPP memo of agreement.

As OIC, you are authorized to discharge the functions of the Office of the President in addition to your duties and responsibilities as Acting Director of Business Affairs.


VICENTE A. QUITON
Officer-in-Charge
and
VP for Academic Affairs

cc: Budget
COA
Personnel
Accounting
Records
File