



VISAYAS
STATE UNIVERSITY


**OFFICE OF THE
PRESIDENT**



MEMORANDUM NO. 922
Series of 2024

TO: Mr. Lelius Catalino V. Apostol

RE: Relief from Designation as Director, Administration and Finance – VSU Tolosa Campus and Smooth Facilitation of the Turnover of Pertinent Documents, Accomplishment Reports, and Duties and Responsibilities Inherent to the Office

FROM:  DR. PROSE IVY. G YEPES
University President

DATE: November 21, 2024

I wish to convey my sincere gratitude for the valuable services you have extended and for the knowledge, competence, and skills you have shared and contributed to the office and to the university as the Director for Administration and Finance-VSU Tolosa Campus.

In view of the significant appointment of the new Director, you are hereby relieved from your designation as such **effective November 21, 2024**.

Moreover, you are requested to facilitate a smooth and proper turnover of pertinent documents, accomplishment reports, and duties and responsibilities inherent to the office the soonest time possible.

For your information and usual support.

cc: VSU Tolosa
Records
File

OFFICE OF THE PRESIDENT

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