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Office of the President

20 May 2014

MEMORANDUM NO. 116
Series of 2014

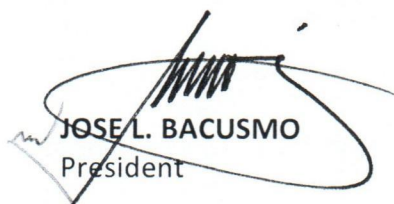
T O: Prof. Analyn M. Mazo

R E: Designation as Officer-in-Charge, Department of Biological Sciences

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Officer-in-Charge, Department of Biological Sciences effective immediately until December 31, 2014 or unless sooner revoked or terminated by higher authorities.

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

Please be guided accordingly.


JOSE L. BACUSMO
President

cc: OVPI
OVPAF
OVPPRG
OVPRE
OUS
Deans
Directors
ODF/Budget
ODAHRD/PRPEO
DBS
IASO
Accounting
COA
Cash
Registrar
Records
File