

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

OFFICE OF THE PRESIDENT

December 3, 1987

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Memorandum No. 138
Series of 1987

T O: Department/Office Heads and Directors

SUBJECT: Submission of 1989 Annual Development Plan

As per schedule of our routinary activities, the undersigned would like to remind the department/office heads and center directors to prepare their 1989 Development Plan and to submit them to their respective directors on or before December 31, 1987. The directors concerned are likewise reminded to review and consolidate the plans of their respective units and submit them to the Office of the President, copy furnished the Planning and Development Office, on or before January 31, 1988.

In the program planning, you may follow the same format issued in the previous years. We are also furnishing you a copy of the 1988 ViSCA Development Plan for your perusal.

For your guidance and immediate compliance.

MARIANITO R. VILLANUEVA
President