



VISAYAS STATE COLLEGE OF AGRICULTURE

Baybay, Leyte, Philippines

Office of the President

12 November 1999

MEMORANDUM NO. 113

Series of 1999

T O: Dr. Sixto P. Sandoval
Prof. Daniel M. Tudtud, Jr. *- Bob*

SUBJECT: Designation as Officer-in-Charge of ViSCA-BIDANI

In the exigency of the service and everytime the undersigned is on official travel, Dr. Sixto P. Sandoval is designated Officer-in-Charge of the ViSCA-BIDANI. In the absence of Dr. Sandoval, Prof. Daniel M. Tudtud, Jr. shall assume as Officer-in-Charge.

As Officer-in-Charge, you are authorized to discharge the functions of the Project Director in addition to your duties and responsibilities in your respective offices.

This memorandum shall take effect immediately unless revoked by the undersigned.

Please be guided accordingly.

Paciencia P. Milan
PACIENCIA P. MILAN
President & Project Director
ViSCA-BIDANI

cc: OVPA *Dr. M/N*
Accounting *8/15*
OAA *11/15/99*
FMO *11/15/99*
Cash - *ms 11/15/99*
BIDANI *11/15*
COA - *OK*
HRMDO - *mg 11/15*
ViFARD *fr*
Records