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Office of the President

15 June 2015

MEMORANDUM NO. 81
Series of 2015


T O: Dr. Roberto C. Guarte

R E: Designation as OIC, General Services Office

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated Officer-in-Charge of the General Services Office (GSO), in addition to your assignment as VP for Administration and Finance, effective June 16, 2015 until December 31, 2015 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
OVPPRGEA
OVPRE
OUS
Deans
Directors
ODF/Budget
ODABRD/PRPEO
IASO
Accounting
COA
Cash
Registrar
Records
File