



1 September 2021

MEMORANDUM NO. 638

Series of 2021

T O: Mr. Mark Donald Balo

**R E: Designation as OIC Director, Office of Student Affairs and Services,
VSU-Tolosa Campus**

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as OIC Director, Office of Student Affairs and Services, VSU-Tolosa Campus effective September 1, 2021 until December 31, 2021 or unless sooner revoked or terminated by higher authorities.

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

Please be guided accordingly.


EDGARDO E. TULIN
President

cc: VSU-Tolosa
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OVPREI
OVPSAS
OVPPRGAS
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ODF/Budget
OHIA
Accounting
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Deans
Directors
Records
File