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December 16, 1988

MEMORANDUM NO. 169  
Series of 1988

T O: Dr. Vicente A. Quiton

R E: Designation as Officer-in-Charge of the College

In connection with my official trip to Manila to meet with representatives of the New Zealand government and to sign contract with San Miguel Corporation, you are hereby designated Officer-in-Charge of the Visayas State College of Agriculture effective Monday, December 19-22, 1988 or until my return.

As OIC, you are authorized to discharge the functions of the Office of the President in addition to your duties and responsibilities as Vice President for Academic Affairs.

*M. R. Villanueva*  
M. R. VILLANUEVA  
President

cc: Budget  
COA  
Personnel  
Accounting  
✓ Records  
File