



VISAYAS
STATE UNIVERSITY

OFFICE OF THE
PRESIDENT



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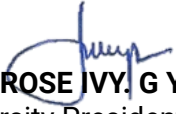
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MEMORANDUM NO. 1046

Series of 2024

TO: **Engr. Jeffrey Lloyd L. Cagande**

RE: **Designation as Director, Alumni & Community Relations**

FROM: **DR. PROSE IVY G YEPES**

University President

DATE: **December 27, 2024**

In the interest of government service and by virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as **Director, Alumni & Community Relations**. As such, you will perform the following duties and responsibilities in addition to your regular functions:

1. Strengthen the collaboration of the alumni association and VSU to enhance implementation of development programs of the university;
2. Develop and implement programs that benefit the alumni and the alumni association through social events, and professional seminars that provides updates on science, technology and volunteerism

Anent to this, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

This designation will take effect on **January 2, 2025 until December 31, 2025** or unless sooner revoked.

Please be guided accordingly.

cc:	OVPA	OVPREI	HRMO/RSPPRO	OUS	IAS	Records
	OVPAF	OVPSAS	Registrar	Accounting	Deans	File
	OVPPD	Cash	ODF/Budget	COA	Directors	

OFFICE OF THE PRESIDENT

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Page 1 of 1
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