



13 January 2017

MEMORANDUM NO. 35

Series of 2017

T O: Engr. Mario Lilio P. Valenzona

R E: Designation as Head, Infrastructure Development and Building Maintenance Unit

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Head, Infrastructure Development and Building Maintenance Unit effective January 13, 2017 until December 31, 2017 or unless sooner revoked or terminated by higher authorities.

As Head, 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: OVPI
OVPAF
OVPPRGEA
OVPRE
OUS
Deans
Directors
ODF/Budget
ODAHRD/PRPEO
IDBMU
IASO
Accounting
COA
Cash
Registrar
Records
File