

VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

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OFFICE OF THE PRESIDENT

December 19, 1991

MEMORANDUM NO. 146  
Series of 1991


T O: Dr. Paciencia P. Milan  
Dr. Manuel K. Palomar

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

In connection with my official travel to Manila and UPLB to attend meetings, and to enjoy my forced leave, you are hereby designated Officer-in-Charge of the Visayas State College of Agriculture on the following dates:

Dr. Paciencia P. Milan - Dec. 20-31, 1991  
Dr. Manuel K. Palomar - Jan. 1, 1992 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 Director of Instruction and Director of Graduate School, respectively.

  
M.R. VILLANUEVA  
President

cc: All Dept/Center/Office Heads