November 16, 1989

MEMORANDUM NO. 174 Series of 1989

T O: Dr. Paciencia P. Milan

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

You are hereby designated Officer-in-Charge of the Visayas State College of Agriculture effective tomorrow afternoon, November 17, 1989, until my return. I will be in Tacloban City to attend the LSBDA Board meeting.

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.

R. VILLANUEVA President

cc: Budget
COA
Accounting
Personnel
Accords