

## Visayas State University

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Office of the President

26 January 2010

MEMORANDUM NO. 14 Series of 2010

T O: Dr. Editha G. Cagasan 🛩

R E: Designation as Head, Department of Development Communication

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated Head, Department of Development Communication effective February I, 2010 until December 31, 2010 or unless sooner revoked or terminated by higher authorities.

As Head, you are entitled to the privileges granted and the responsibilities attached  $\rlap/v$  the position subject to pertinent policies.

Please be guided accordingly.

CC:

**OVPAA** 

President

OVPAF

**OVPPRG** 

**OVPRE** 

OUS

Deans

**Directors** 

DDC

ODF/Budget

ODA

Cash

IASO

HRMDO

Accounting

COA

Records

file