

OFFICE OF THE PRESIDENT

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Management System ISO 9001:2015

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22 February 2021

MEMORANDUM NO. 221 Series of 2021

T 0: Mr. Lorenzo S. Melchor Jr.

R E: Designation as Head, Office of the Disaster Risk Reduction and Management, VSU-Alangalang Campus

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Head, Office of the Disaster Risk Reduction and Management, VSU-Alangalang Campus effective March 1, 2021 until December 31, 2021 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: VSU-Alangalang

OVPAA

OVPAF

OVPSAS

OVPPRGAS

OVPREI

ODAHRD/PRPEO

ODF/Budget

IASO

Accounting

Cash

COA

Registrar

Deans

Directors

Records

File