April 8, 1990

MEMORANDUM NO. 70 Series of 1990

T O: Dr. Paciencia P. Milan

R E: Designation as College Officer-in-Charge

You are hereby designated Officer-in-Charge of the College effective April 9, 1990 until my return from an official trip to Catarman and Manila. During this travel I will be attending meetings in Manila and visit UEP of Catarman.

As OIC, you are authorized to exercise the full authority of the Office of the President including disbursement of funds for salaries and wages and for approved RIVs. However, disbursement of funds for capital outlay projects shall be acted upon my return.

Please be guided accordingly.

M. R. VILLANUEVA President

Budget
Accounting
Personnel
Records