

OFFICE OF THE PRESIDENT

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Management System ISO 9001:2015

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24 February 2022

MEMORANDUM NO. 169 Series of 2022

T O: Mr. Jed Asaph D. Cortes

R E: Designation as Head, VSU Web Team

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Head, VSU Web Team effective immediately until December 31, 2022 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: OVPAA

OVPAF

OVPPRGAS

OVPREI

OVPSAS

OUS

Deans Directors

Records

File

Cash

Registrar

ODF/Budget

COA

ODHRM/RSPPRO

OHIA

Accounting