



# VISAYAS STATE COLLEGE OF AGRICULTURE

Baybay, Leyte  
Philippines

*Office of the President*

October 29, 1998

MEMORANDUM NO. 114  
Series of 1998

T O: Dr. Rebecca M. Santiago

SUBJECT: Designation as Officer-in-Charge of ViSCA

In view of my official travel to Catbalogan, Samar to attend the closing ceremonies of the SCUAA, you are hereby designated Officer-in-Charge of the Visayas State College of Agriculture effective October 30, 1998 until the return of the undersigned from Samar.

As OIC, you are authorized to perform the functions of the President of ViSCA in addition to your duties and responsibilities as Director of the Regional Coconut Research Center. Policy matters should be brought to the attention of the undersigned.

Please be guided accordingly.

*Samuel S. Go*  
SAMUEL S. GO  
President

cc: Accounting *f 10-30*  
Personnel *10/30/98*  
COA *10/30/98*  
ICU *10/30/98*  
FMO *10/30/98*  
Records *10/30*  
File *1*