



# VISAYAS STATE COLLEGE OF AGRICULTURE

Baybay, Leyte, Philippines

## Office of the President

October 26, 1999

### MEMORANDUM NO. 107

Series of 1999

T O: Dr. Nerelito P. Pascual - *pw 10/26/99*  
R E: Designation as Officer-in-Charge, Visayas State College of Agriculture

In view of my official leave of absence, you are hereby designated Officer-in-Charge of the Visayas State College of Agriculture, tomorrow, October 27, 1999 or until my return.

As Officer-in-Charge, you are directed to discharge all the functions of the Office of the President except those that only the President can attend to in addition to your official duties and responsibilities.

For your information and guidance.

*[Signature]*  
PACIENCIA P. MILAN  
President

cc: Accounting  
HRMDO  
Cash - *28 10/26/99*  
COA  
Budget/FMO - *Held 10/26/99*  
Records