

May 22, 1992

MEMORANDUM NO. 29  
Series of 1992

T O: Prof. Camilo D. Villanueva

R E: Designation as Officer-in-Charge of the College

You are hereby designated Officer-in-Charge of the Visayas State College of Agriculture effective Monday May 25, 1992 until my return or the return of Pres. M. R. Villanueva. I will be in Manila to follow up proposals submitted at Department of Agriculture and in Catarman, Samar to attend the ACAP Convention.

As OIC, you are authorized to discharge the functions of the Office of the President in addition to your duties and responsibilities as Director of Business Affairs.

*Eliseo R. Ponce*  
ELISEO R. PONCE  
Officer-in-Charge *EP*

CONFORME;

*Camilo D. Villanueva*  
CAMILO D. VILLANUEVA  
Director of Business Affairs

cc: Budget  
Personnel  
Accounting  
COA  
Records  
File