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MEMORANDUM NO. 102  
Series of 1968

T O: Dr. Paciencia P. Milan

R E: Designation as Officer-in-Charge of VISCA

In connection with my official travel to attend PASUC Executive Board Meeting and Policy Workshop on Farming Systems in Manila and Los Baños, respectively, you are hereby designated Officer-in-Charge of the Visayas State College of Agriculture effective this afternoon, July 25-29, 1968 or until my return.

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

*M. R. Villanueva*  
M. R. VILLANUEVA  
President

cc: Budget  
COA  
Accounting  
Personnel  
Records  
File