



27 February 2018

MEMORANDUM NO. 156

Series of 2018

T O: Mrs. Catherine C. Daffon

R E: Designation as College Secretary

By virtue of the authority vested in me by the VSU Board of Regents and as recommended by the Dean of VSU-Isabel Campus, you are hereby designated as College Secretary, VSU Isabel Campus effective immediately until December 31, 2018 or unless sooner revoked or terminated by higher authorities.

As Secretary, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

Please be guided accordingly.


EDGARDO S. TULIN
President

cc: VSU-Isabel Campus
OVPI
OVPAF
OVPPRGEA
OVPRE
OUS
Deans
Directors
ODF/Budget
ODAHRD/PRPEO
IASO
Accounting
COA
Cash
Registrar
Records
File