

February 4, 1991

MEMORANDUM NO. 16  
Series of 1991

T O: Dr. Paciencia P. Milan

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

In connection with my official trip to Tacloban to attend MSUP meeting, you are hereby designated Officer-in-Charge of the Visayas State College of Agriculture effective tomorrow, February 5, 1991 until the return of Pres. M.R. Villanueva.

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 Instruction.

*Eliseo R. Ponce*  
ELISEO R. PONCE  
Officer-in-Charge  
ODNEx Director

cc: Budget  
Personnel  
Accounting  
Personnel  
Records  
File