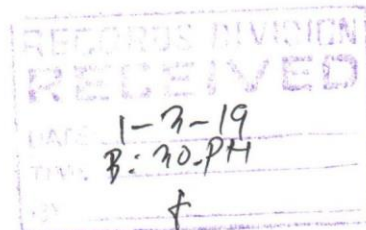




3 January 2019

MEMORANDUM NO. 03

Series of 2019



**T O: Dr. Rotacio S. Gravoso**

**R E: Designation as Head, On-Line Program Office**

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Head, On-Line Program Office effective January 3, 2019 until June 30, 2019 or unless sooner revoked or terminated by higher authorities.

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

Please be guided accordingly.

  
EDGARDO E. TULIN  
President

cc: OVPI  
OVPAF  
OVPPRGEA  
OVPRE  
OUS  
Deans  
Directors  
ODF/Budget  
ODAHRO/PRPEO  
OPO  
IASO  
Accounting  
COA  
Cash  
Registrar  
Records  
File

