

VISAYAS STATE COLLEGE OF AGRICULTURE
Baybay, Leyte

FILE
170

January 6, 1987

OFFICE OF THE PRESIDENT

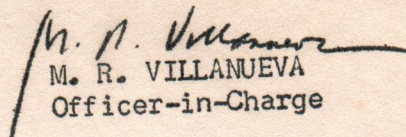
MEMORANDUM NO. 1
Series of 1987

T O: Prof. Andres F. Duatin

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

You are hereby designated Officer-in-Charge of the Visayas State College of Agriculture effective this afternoon January 6-9, 1987 or until my return from Manila. I will be in Manila to follow up 1987 budget with OBM and submit capital outlay proposal; follow up NCC 33.

As OIC, you are authorized to discharge the functions of the Office of the President in addition to your duties and responsibilities as College/Board Secretary.


M. R. VILLANUEVA
Officer-in-Charge

cc: Dept./Office/Center Heads