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STATE UNIVERSITY

OFFICE OF THE  
**PRESIDENT**



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**MEMORANDUM CIRCULAR NO. <sup>125</sup> \_**  
Series of 2025

**TO: All Concerned Personnel**

**RE: Submission of Signed and Notarized MOAs for BOR Confirmation**

**FROM: DR. PROSE IVY G. YEPES**  
University President

**DATE: April 21, 2025**

This is to remind all concerned personnel that all signed and notarized Memoranda of Agreement (MOAs) must be submitted to the Board of Regents (BOR) for confirmation upon endorsement by the University Administrative Council (UADCO). This includes the necessary clearances and endorsements, with complete staff work, from your respective offices before transmitting the MOAs to the Office of the President for inclusion in the BOR agenda.

For your information and proper guidance.

**OFFICE OF THE PRESIDENT**

2/F Administration Building, Visayas State University  
PQWW+RJM, Baybay City, Leyte, Philippines 6521  
Email: [op@vsu.edu.ph](mailto:op@vsu.edu.ph) | Website: [www.vsu.edu.ph](http://www.vsu.edu.ph)  
Phone: +63 53 565 0600 Local 1000



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