

Office of the College/Board
Secretary

23

February 10, 1984


MEMORANDUM NO. 21
Series of 1984

T O: Ms. CARMENCITA S. REYES

SUBJECT: Designation as Officer-in-Charge of the
Office of Student Affairs

You are hereby designated Officer-in-Charge of
the Office of Student Affairs effective February 13, 1984
until the return of Ms. Aurora S. Alkuino who will be in
Indang, Cavite on official business.

As OIC, you are given the full authority to
discharge the functions of the Office of Student Affairs.


ANDRES F. DUATIN
(College/Board Secretary)
OIC, VISCA

cc: ~~Records Division~~
Accounting Division
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