



9 January 2017

MEMORANDUM NO. 04

Series of 2017

T O: Ms. Connel D. Antipaso

R E: Designation as Executive Assistant

In view of the leave of absence of Prof. Francisco G. Gabunada, Jr. and by virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Executive Assistant, effective immediately until June 30, 2017 or unless sooner revoked or terminated by higher authorities.

As such, 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
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OUS
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ODAHRD/PRPEO
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