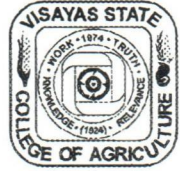


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VISAYAS STATE COLLEGE OF AGRICULTURE

Baybay, Leyte, Philippines
Office of the President



15 September 2000

MEMORANDUM NO. 169
Series of 2000

T O: Ms. Lourdes B. Cano *- 9/18*
R E: Direct Supervision of SPMD

In our efforts to improve efficiency and effectiveness in public service, you are hereby directed to concentrate your efforts in looking for means to further improve the quality of performance of the Supply and Property Management Division. As such, this unit shall be temporarily placed under your direct supervision pending the implementation of the new organizational structure of the College.

The Vice President for Administration should be regularly briefed of any development regarding this assignment.

This memorandum takes effect immediately.

Paciencia P. Milan
PACIENCIA P. MILAN
President *JP*

cc: Dr. N. P. Pascual, VP for Adm. *9/18*
Mr. E. L. Dequito *- 9/18*
Ms. J. B. Israel *- 9/18*
Dr. M. M. Avila *- 9/18*
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