

Office of the President

2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES Website: www.vsu.edu.ph

8 May 2019

MEMORANDUM NO. Series of 2019

T 0: Mr. Kimkim S. Zabate

Designation as Head, Culture and Arts, VSU Villaba Campus R E:

By virtue of the authority vested in me by the VSU Board of Regents and as recommended by the Dean of VSU-Villaba Campus, you are hereby designated Head, Culture and Arts, VSU Villaba Campus effective immediately until December 31, 2019 or unless sooner revoked or terminated by higher authorities.

As Head, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

Please be guided accordingly.

VSU-Villaba Campus

OVPI

OVPAF

OVPPRGEA

OVPRE

OUS

Deans Directors

ODF/Budget

ODAHRD/PRPEO

IASO

Accounting

CÓA

Cash

Registrar

Records

File