

September 20, 1989

377
378

MEMORANDUM NO. 140
Series of 1989

September 22, 1989

MEMORANDUM NO. 141
Series of 1989

TO: DIR. CAMILO D. VILLANUEVA

RE: Designation as Officer-in-Charge of the College

TO: Dr. Vicente A. Guiton

You are hereby designated Officer-in-Charge of the Visayas State College of Agriculture effective tomorrow, September 21, 1989 or until my return. I will be in Tacloban City to attend the Board of Trustees meeting.

As OIC, you are authorized to discharge the functions of the Office of the President in addition to your duties and responsibilities as Director of Business Affairs. I will be in Tacloban City to attend the Board of Trustees meeting. As OIC, you are authorized to discharge the function of the Office of the President in addition to your duties and responsibilities as Vice President President for Academic Affairs and as Director of SPRD.

M. R. VILLANUEVA
President

cc: Budget
COA
Accounting
Personnel
Records
File