



22 June 2020

MEMORANDUM NO. 237

Series of 2020

T O: Mr. Jed Asaph D. Cortes

R E: Designation as Head, VSU Web Team

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Head, VSU Web Team effective July 1, 2020 until December 31, 2020 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.


EDGARDO E. TULINA
President

cc: OVPI Cash
OVPAF Registrar
OVPPRGEA ODF/Budget
OVPRE ODAHRD/PRPEO
OUS IASO
Deans Accounting
Directors COA
Records
File