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VISAYAS STATE COLLEGE OF AGRICULTURE

Baybay, Leyte, Philippines
Office of the President



1 December 2000

MEMORANDUM NO. 205


Series of 2000

T O: **Dr. Manuel K. Palomar**

R E: **Designation as Officer-in-Charge, Visayas State College of Agriculture**

In connection with my travel to Subic, Olongapo, you are hereby designated Officer-in-Charge of the Visayas State College of Agriculture on December 4 - 8, 2000 or until my return.

As Officer-in-Charge, you are authorized to discharge the functions of the Office of the President in addition to your official duties and responsibilities.


PACIENCIA P. MILAN
President

cc: Personnel - 12/6/00
Accounting - 8/12/00
Cash - 8-12/00
COA - 12/7/2000
Budget/FMO - 12/4
Records
File