

Visayas State University

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Office of the President

19 January 2012

MEMORANDUM NO. 63
Series of 2012

T O: Dr. Renezita S. Come

R E: Designation as Head, Department of Forest Science

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated Head of the Department of Forest Science under the College of Forestry and Environmental Science effective February 1, 2012 until December 31, 2012 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.

cc:

President

OVPI

OVPAF

JOSE/L. BACUSMO

OVPPRG

OVPRE

OUS

Deans

Directors

ODF/Budget

ODAHRD

DFS

IASO

PRPEO

Accounting

COA

Cash

Records

File