



20 February 2018

**MEMORANDUM NO. 139**

Series of 2018

**T O: Dr. Merlyn N. Rojas**

**R E: Designation as Head, Alumni and Community Relations Office,  
VSU Villaba Campus**

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, Alumni and Community Relations Office, VSU Villaba Campus effective immediately until December 31, 2018 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. TULIN**

President

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