

Office of the President

2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES Website: www.vsu.edu.ph

10 April 2019

MEMORANDUM NO. 195 Series of 2019

T 0: Ms. Dalisay F. Andres

R E: Designation as Secretary to the Formal Investigation Committee on the Formal Charge filed by VSU against Ms. Winefreda T. Oclinaria

You are hereby designated as Secretary to the Formal Investigation Committee on the Formal Charge filed by VSU against Ms. Winefreda T. Oclinaria vice Mrs. Gilda D. Duran. Kindly request Mrs. Duran to turn-over to you whatever documents/materials in her possession relative to the case.

Kindly coordinate with Dr. Feliciano G. Sinon the Committee Chairperson regarding this assignment.

Please be guided accordingly.

Ms. Gilda D. Duran

Dr. Feliciano G. Sinon, Committee Chairperson Formal Investigation Committee Members Dr. Dilberto O. Ferraren, VPPRGEA

Legal Office

Records

File