



29 April 2021

MEMORANDUM NO. 411

Series of 2021

T O: Ms. Louella C. Ampac

**R E: Designation as Officer-in-Charge,
Office of the Vice President for Administration and Finance**

In view of the sick leave of Dr. Remberto A. Patindol, you are hereby designated Officer-in-Charge of the Office of the Vice President for Administration and Finance effective today, April 29, 2021 until his return.

As OIC, you are authorized to discharge the functions of the Office of the Vice President for Administration and Finance in addition to your official duties and responsibilities.


EDGARDO E. TULIN
President

cc: OVPAA
OVPI
OVPPRGAS
OVPREI
OVPSAS
OUS
Deans
Directors
Accounting
Cash
COA
OHIA
FMO/Budget
ODHRM/RSPPRO
Registrar
Records
File