

## OFFICE OF THE PRESID

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6 September 2021

MEMORANDUM NO. 585 Series of 2021

T O: Dr. Ma. Rachel Kim L. Aure

R E: Designation as Officer-In-Charge,
Office of the Vice President for Academic Affairs (OVPAA)

You are hereby designated Officer-in-Charge of the Office of the Vice President for Academic Affairs (OVPAA) effective September 6, 2021 until the return of Dr. Beatriz S. Belonias.

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

EDGARDO E. TULIN

President

cc: OVPAA

**OVPAF** 

**OVPSAS** 

**OVPPRGAS** 

**OVPREI** 

OUS

Deans

Directors

Accounting

Cash

COA

OHIA

FMO/Budget

ODHRM/OHRSPPR

Registrar

Records

File