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Office of the President

14 May 2013

MEMORANDUM NO. 64
Series of 2013

T O: Dr. Christina A. Gabrillo

R E: Designation as Head, Department of Development Communication

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated Head, Department of Development Communication effective May 16, 2013 until December 31, 2013 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.

President

cc:

OVPI OVPAF

JOSE L. BACUSMO

OVPPRG

OVPRE

OUS

Deans

Directors

ODF/Budget

ODAHRD/PRPEO

DDC

IASO

Accounting

COA

Cash

Records

File