VISAYAS STATE COLLEGE OF AGRICULTURE Baybay, Leyte

OFFICE OF THE PRESIDENT

April 6, 1995

MEMORANDUM NO. Series of 1995

T 0: Mr. Alexis Bertulfo

You are hereby requested to facilitate the laser printing of the 1994 Annual Report. This is required by the Department of Education, Culture & Sports for submission not later than April 15, 1995. Hence, your cooperation is needed to render overtime services for this assignment.

For immediate compliance.

SAMUEL S. GON

cc: Dr. J. L. Seroy