MEMORANDUM NO. 15 Series of 1991

T O: Dr. Eliseo R. Ponce

R E: Designation as Officer-in-Charge of the College

In connection with my official trip to Manila to attend the National Consultation on Food Production, you are hereby designated Officer-in-Charge of the Visayas State College of Agriculture effective January 29, 1991 until my return.

As OIC, you are authorized to discharge the functions of the Office of the President in addition to your duties and responsibilities as Director of Research and Extension.

M. R. VILLANUEVA
President

cc: Budget
COA
Personnel
Accounting
Records
OVPA
OVPAA