

OFFICE OF THE PRESIDENT

2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES Telefax: +63 53 563 7067 Email: op@vsu.edu.ph Website: www.vsu.edu.ph



13 September 2022

MEMORANDUM NO. 677 Series of 2022

T 0: Prof. Rosa Ophelia D. Velarde

Attendance to the Mid-Year Assessment cum 3rd Quarter ExeCom and R E: **Committee Chairs' Meeting**

You are requested to attend in my behalf, the Mid-Year Assessment cum 3rd Quarter ExeCom and Committee Chairs' Meeting and on September 23, 2022, Friday. Attached herewith is the letter of invitation from Dr. Exuperia B. Sabalbarino for details.

Please provide a report to my office of what transpired during your meeting.

For your compliance.

EDGARDO E. TULINOLE

President